

RECORD OF PROCEEDINGS

OF THE

BOARD OF TRUSTEES

OF THE

OHIO STATE UNIVERSITY

COLUMBUS

July 1, 1918, to June 30, 1919

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Proceedings of the Board of Trustees The Ohio State University

OFFICE OF THE BOARD OF TRUSTEES

THE OHIO STATE UNIVERSITY

COLUMBUS, OHIO, AUGUST 6, 1918.

The Board of Trustees met at the University pursuant to the call of the Chairman.

Present: Benj. F. McCann, Chairman; C. F. Kettering, John Kaiser, John F. Cunningham and O. E. Bradfute.

* * * * *

The President presented the following items for consideration and action.

1. Upon the recommendation of the President, the following appointments were made and the necessary amounts were appropriated to meet the salaries, in accordance with the general rule:

D. E. Haley was appointed Instructor in the Department of Agricultural Chemistry and Soils, effective July 1, 1918, at a salary of \$1000.00 per annum, provided in the budget. The balance of \$600.00 remaining in the budget appropriation for this position was cancelled.

Henry B. Froning was appointed Instructor in the Department of Agricultural Chemistry and Soils, effective July 1, 1918, at a salary of \$1600.00 per annum, provided in the budget. The balance of \$200.00 remaining in the budget appropriation for this position was cancelled.

Verle C. Smith was appointed Assistant Professor in the Department of Farm Crops, Agricultural Extension Service, effective July 1, 1918, at a salary of \$2100.00 per annum, to be paid from Smith-Lever funds in Project 3A in the Extension budget.

Walter Pettit was appointed Instructor in the Department of Agricultural Engineering, Agricultural Extension Service, effective July 1, 1918, at a salary of \$1500.00 per annum, to be paid from Smith-Lever funds in Project No. 3B in the Extension budget.

The following appointments were made for the Summer Session:

Miss Ruth Gordon was appointed Assistant in the Department of Music, at a salary of \$100.00, vice L. Z. Lerando, resigned, and \$100.00 was appropriated for this salary.

K. S. Campbell was appointed Business Manager of "The Lantern," for six weeks, at a salary of \$37.50, provided in the budget.

A. D. Curfman was appointed Business Manager of "The Lantern," for two weeks, at a salary of \$12.50, provided in the budget.

G. S. Chapin was appointed Assistant Professor in the Department of Romance Languages, at a salary of \$100.00, and \$100.00 was appropriated for this salary.

L. Cardon was appointed Instructor in the Department of Romance Languages, at a salary of \$80.00, and \$80.00 was appropriated for this salary.

Fred Speer was appointed Assistant in the Department of Bacteriology, at a salary of \$80.00, and \$80.00 was appropriated for this salary.

D. O. Miller was appointed Assistant in the Department of Engineering Drawing, at a salary of \$60.00, and \$60.00 was appropriated for this salary.

Dwight A. Woodbury was appointed Instructor in the Department of Physics, at a salary of \$100.00, and \$100.00 was appropriated for this salary.

S. S. Willaman was appointed Assistant in the Department of Physical Education, at a salary of \$75.00, provided in the budget.

Miss Selma Mesloh was appointed Assistant in the Department of Physical Education, at a salary of \$75.00, and \$75.00 was appropriated for this salary.

Paul L. Sharritt was appointed County Agricultural Agent in the Agricultural Extension Service, effective July 1, 1918, at a salary of \$1600.00 per annum, vice George R. Eastwood, resigned, salary to be paid as follows, on a monthly basis: from U. S. D. A. War Emergency funds, \$125.00 per month; from Smith-Lever funds, \$8.33 per month.

Also an allowance of \$41.66 per month from State Offsetting funds for the maintenance of an automobile.

The above items to be charged to Project No. 2 in the Extension budget.

Ralph W. Jordon was appointed County Agricultural Agent in the Agricultural Extension Service, effective July 1, 1918, at a salary of \$2200.00 per annum, vice R. D. Long, resigned, salary to be paid as follows, on a monthly basis: from U. S. D. A. War Emergency funds, \$125.00 per month; from State Offsetting funds, \$8.33 per month; from Cuyahoga County funds, \$50.00 per month.

Also an allowance of \$41.66 per month from County funds for the maintenance of an automobile.

The above salary and automobile allowance to be charged to Project No. 2 in the Extension budget.

Miss Stella May Fowler was appointed Home Demonstration Agent in the Agricultural Extension Service, effective July 1, 1918, at a salary of \$1680.00 per annum, salary to be paid as follows, on a monthly basis: from U. S. D. A. War Emergency funds, \$115.00 per month; from Smith-Lever funds, \$25.00 per month.

Miss Alice M. Donaway was appointed Home Demonstration Agent in the Agricultural Extension Service, effective July 1, 1918, at a salary of \$1680.00 per annum, the salary to be paid as follows, on a monthly basis: from U. S. D. A. War Emergency funds, \$115.00 per month; from Smith-Lever funds, \$25.00 per month.

Miss Margaret Lawrence was appointed Assistant Home Demonstration Agent in the Agricultural Service, effective July 16, 1918, at a salary of \$1320.00 per annum, the salary to be paid as follows, on a monthly basis: from U. S. D. A. War Emergency funds, \$100.00 per month; from Smith-Lever funds, \$10.00 per month.

Miss Emma Munyan was appointed Laundry Helper, effective July 1, 1918, at a salary of \$50.00 per month, and \$600.00 was appropriated for this salary.

G. H. Case was appointed Night Watchman, effective July 1, 1918, at a salary of \$75.00 per month, vice J. W. Connelly, resigned, and \$900.00 was appropriated for this salary.

George Hooley was appointed Janitor, effective July 1, 1918, at a salary of \$75.00 per month, vice Edward Lofton, resigned, salary provided in the budget.

A. L. Bates was reappointed Driver in the Department of Dairying, effective July 1, 1918, at a salary of \$900.00 per annum, and \$900.00 was appropriated for this salary.

Ray De Vault was appointed Laborer in the Division of Operation and Maintenance, effective July 1, 1918, at a salary of \$75.00 per month, vice J. Marchezo, resigned, salary provided in the budget.

Morris M. Leighton was appointed Professor of Historical Geology, at a salary of \$2500.00 per annum, effective September 1, 1918, and \$2500.00 was appropriated for this salary.

Charles Allen Wright was appointed Professor in the Department of Electrical Engineering, at a salary of \$2750.00 per annum, effective September 1, 1918, and \$250.00 was appropriated in addition to the amount appropriated in the budget for this position.

James G. Ralston was appointed Assistant in the Department of Chemistry, at a salary of \$1200.00 per annum, effective September 1, 1918, vice H. F. Shattuck, resigned, and \$1200.00 was appropriated for this salary.

Henry LeRoy Coles was appointed Instructor in the Department of Chemistry, at a salary of \$1600.00 per annum, effective September 1, 1918, vice H. C. Olin, resigned, and \$1600.00 was appropriated for this salary.

J. Charles Rietz was appointed Assistant Professor in the Department of Mathematics, part time, at a salary of \$600.00 per annum, effective September 1, 1918, and \$600.00 was appropriated for this salary.

Harry A. Stolpestad was appointed Assistant in Veterinary Anatomy, at a salary of \$1200.00 per annum, effective September 1, 1918, vice W. M. Weldishofer, who has been called into military service. An appropriation of \$1200.00 was made for this salary.

Arthur C. Bevan was appointed Instructor in the Department of Geology, at a salary of \$1800.00 per annum, effective September 1, 1918, vice W. A. Verwiebe, resigned, and \$1800.00 was appropriated for this salary.

The appropriation for a museum assistant at a salary of \$300.00 was cancelled.

J. R. Shank was appointed Assistant in the Department of Horticulture, at a salary of \$90.00 per month, effective August 1, 1918, and \$990.00 was appropriated for this salary.

Dale Orville Miller was appointed Student Assistant in the Department of Engineering Drawing, at a salary of \$300.00 per annum, effective September 1, 1918, vice R. K. Annis, resigned, and \$300.00 was appropriated for this salary.

Frederick Grover Charles was appointed Instructor in the Department of Horticulture, at a salary of \$1400.00 per annum (12 mos. basis), effective September 1, 1918, vice B. D. Drain, resigned, and \$1166.66 was appropriated for this salary.

John Lang Benbow was appointed Graduate Assistant in the Department of Zoology and Entomology, at a salary of \$300.00 per annum, provided in the budget, effective September 1, 1918.

Miss Edna Mosher was appointed Instructor in the Department of Zoology and Entomology, at a salary of \$1500.00 per annum, effective September 1, 1918, salary provided in the budget.

Claiborne Hart Young was appointed Graduate Assistant in the Department of Zoology and Entomology, at a salary of \$300.00, provided in the budget, effective September 1, 1918.

Walter Charles Kraatz was appointed Graduate Assistant in the Department of Zoology and Entomology, at a salary of \$300.00 per annum, provided in the budget, effective September 1, 1918.

Edward Lawrence Wickliff was appointed Graduate Assistant in the Department of Zoology and Entomology, at a salary of \$300.00, provided in the budget, effective September 1, 1918.

F. H. Neff was appointed Helper in the Dairy Laboratory, at a salary of \$85.00 per month, effective August 1, 1918, and \$935.00 was appropriated for this salary.

F. L. Mills was appointed Pharmacist at the State Street Dispensary, for the months of June, July and August, at a salary of \$25.00 per month, provided in the budget.

Robert K. Fletcher was appointed Assistant in the Department of Zoology and Entomology, effective September 1, 1918, at a salary of \$600.00 per annum, and \$600.00 was appropriated for this salary.

The appropriation for \$600.00 for the salaries of two graduate assistants in the above department was cancelled.

C. I. Britt was appointed Student Assistant in the Department of Anatomy, effective September 1, 1918, at a salary of \$300.00 per annum, provided in the budget.

W. H. Buker was appointed Student Assistant in the Department of Anatomy, effective September 1, 1918, at a salary of \$300.00 per annum, provided in the budget.

M. Goldberg was appointed Student Assistant in the Department of Anatomy, effective September 1, 1918, at a salary of \$300.00 per annum, provided in the budget.

D. H. Downey was appointed Student Assistant in the Department of Anatomy, effective September 1, 1918, at a salary of \$300.00 per annum, provided in the budget.

Miss Clara C. Wegener was appointed Research Assistant in the Department of Physiology, Physiological Chemistry and Pharmacology, effective July 1, 1918, at a salary of \$600.00 per annum, and \$100.00 was appropriated in addition to the amount provided in the budget.

2. Upon the recommendation of the President, the following resignations were accepted, and the balances, if any, remaining in the various salary appropriations were cancelled, in accordance with the general rule:

Verle C. Smith, Assistant to the Dean of the College of Agriculture, effective July 1, 1918. The appropriation of \$1800.00 for this salary was cancelled.

J. J. Riggle, Assistant County Agricultural Agent in the Agricultural Extension Service, effective July 1, 1918.

R. H. Sturgeon, Assistant County Agricultural Agent in the Agricultural Extension Service, effective July 1, 1918.

Miss Florence B. Marsh, Stenographer in the office of the College of Arts, effective July 1, 1918.

Miss Frances Nichol, Dietitian, Homeopathic Hospital, effective August 1, 1918. The balance of \$550.00 remaining in the appropriation for this salary was cancelled.

Edward Lofton, Janitor, effective June 30, 1918.

J. W. Connelly, Night Watchman, effective June 14, 1918.

Miss Alida C. Bowler, Instructor in the Department of Psychology, effective July 1, 1918. The appropriation of \$1500.00 for this salary was cancelled.

George C. Hayman, Second Assistant Storekeeper, Laboratory Supply Store, effective July 1, 1918.

Clarence M. Baker, Instructor in the Department of Journalism, effective July 1, 1918. The appropriation of \$1200.00 for this salary was cancelled.

Miss Treva Kauffman, Instructor in Home Economics in the Agricultural Extension Service, effective July 1, 1918.

Frank E. Roberts, Helper, Stores and Receiving Department, effective July 1, 1918.

Miss Mary L. Holmes, Home Demonstration Agent in the Agricultural Extension Service, effective July 1, 1918.

Miss Ellen Sailor, Clerk in the office of the Agricultural Agent for Medina County, effective June 30, 1918.

Ralph Tolle, Local Leader in Boys' and Girls' Club Work Agricultural Extension Service, effective July 1, 1918.

Miss Mary Elliott, Home Demonstration Agent in the Agricultural Extension Service, effective June 30, 1918.

Miss Edna Endley, Home Demonstration Agent in the Agricultural Extension Service, effective June 30, 1918.

H. L. Olin, Assistant Professor in the Department of Chemistry, effective July 1, 1918.

R. D. Long, County Agricultural Agent in the Agricultural Extension Service, effective July 1, 1918.

George R. Eastwood, County Agricultural Agent in the Agricultural Extension Service, effective July 1, 1918.

W. M. Aikin, Professor of Principles and Practice of Education, effective July 1, 1918. The appropriation of \$2750.00 for this salary was cancelled.

Miss Gladys Locke, Laboratory Technician, College of Homeopathic Medicine, effective July 1, 1918. The appropriation of \$300.00 for this salary was cancelled.

L. Z. Lerando, Assistant in the Department of Music, Summer Session. The appropriation of \$100.00 for this salary was cancelled.

C. L. Arnold, Secretary of the College of Education, effective July 19, 1918. The appropriation of \$300.00 for this position was cancelled.

George F. Schlesinger, Assistant Professor in the Department of Civil Engineering, effective July 1, 1918. The appropriation of \$2000.00 for this position was cancelled.

Carl J. West, Assistant Professor in the Department of Mathematics, effective July 1, 1918. The appropriation of \$1800.00 for this salary was cancelled.

Miss Caroline M. Breyfogle, Dean of Women, effective August 1, 1918. The balance of \$2200.00 remaining in the appropriation for this salary was cancelled.

A. D. Curfman, Graduate Assistant in the Department of Psychology, effective July 1, 1918. The appropriation of \$300.00 for this salary was cancelled.

S. J. Barnett, Professor in the Department of Physics, effective July 1, 1918. The appropriation of \$3000.00 for this salary was cancelled.

Russell K. Annis, Student Assistant in the Department of Engineering Drawing, effective July 1, 1918. The appropriation of \$300.00 for this salary was cancelled.

J. Anson DeHaas, Professor in the Department of Economics and Sociology, effective July 1, 1918. The appropriation of \$3000.00 for this salary was cancelled.

3. In accordance with the recommendation of the University Faculty at meetings held October 4, 1917 and February 14, 1918, the

following named persons were granted the degrees indicated, as of the Class of 1917:

BACHELOR OF ARTS
Elwood Neal Hart
Allen Edward Pengelly

4. Upon the recommendation of the President, the following changes in salaries and titles were authorized:

E. E. Barnes was promoted from District Agent to the position of County Agricultural Agent in the Agricultural Extension Service, effective July 1, 1918, salary to be paid as follows, on a monthly basis: from U. S. D. A. War Emergency funds, \$125.00 per month; from Federal Smith-Lever funds, \$8.33 per month; from Sandusky County funds, \$16.67 per month.

Also an allowance of \$41.66 per month for the maintenance of an automobile, payable from county funds.

Miss Mary Worch, Technician in the Department of Surgery, was put on a twelve months' basis, instead of part time, effective July 1, 1918, at a salary of \$50.00 per month.

The appointment of Miss Aimee Obaugh was amended to half-time service, instead of full time, effective July 1, 1918, at a salary of \$420.00 per annum. The balance of \$420.00 remaining in the budget appropriation for this salary was cancelled. Miss Obaugh is serving half time in the Agricultural Extension Department.

The salary of C. A. Norman, Professor in the Department of Mechanical Engineering, was increased to \$3000.00, and \$250.00 was appropriated to meet this increase.

The salary of Hugh Hardy, Clerk, Mailing Room, was increased to \$75.00 per month, effective July 1, 1918, and \$60.00 was appropriated to meet this increase.

The salary of Allando A. Case, Instructor in the Department of Industrial Arts, was increased from \$1540.00 to \$1650.00 for eleven months, effective July 1, 1918, and \$110.00 was appropriated to meet this increase.

The salary of W. G. Stover, Assistant Professor in the Department of Botany, was amended to \$850.00 (5 months at \$170.00 per month). The balance of \$210.00 remaining in the budget appropriation for this salary was cancelled. Mr. Stover will serve part time in the Agricultural Extension Department.

The salary of William Irving, Technician in the Department of Physiology, was increased from \$1600.00 to \$1700.00 per annum, effective July 1, 1918, and \$100.00 was appropriated to meet this increase.

The salary of Albert P. Taylor, Instructor in the Department of Journalism, was increased from \$1254.00 to \$1354.00 per annum, effective August 1, 1918, and \$91.66 was appropriated to meet this increase.

The salary of Wilhelm Neilson, Instructor in the Department of Civil Engineering, was increased from \$1500.00 to \$1600.00 per an-

num, effective July 1, 1918, and \$100.00 was appropriated to meet this increase.

The title of J. R. Shank was changed from Instructor to Assistant Professor in the Department of Civil Engineering, effective July 1, 1918.

J. H. Snook, Assistant Professor in the Department of Veterinary Medicine, was appointed Acting Director of the Veterinary Clinics during the academic year 1918-1919.

H. E. Erdman, Assistant Professor in the Department of Rural Economics, was assigned a salary of \$180.00 per month for the months of July and August, as compensation for research work during the summer, and \$360.00 was appropriated for this salary.

The title of W. R. Hobbs was changed from Instructor to Assistant Professor in the Department of Veterinary Medicine, effective July 1, 1918.

The title of William P. Smith was changed from Student Assistant to Assistant in the Department of Anatomy, effective July 1, 1918.

The salary of E. S. Ingraham, Professor in the Department of Romance Languages, was increased from \$2500.00 to \$2750.00 per annum, effective July 1, 1918, and \$250.00 was appropriated to meet this increase.

The title of Ross LeRoy Pratt was changed from Helper and Fireman to Stationary Engineer in the Department of Mechanical Engineering, effective July 1, 1918.

The following changes in salaries were made in the College of Agriculture, effective as indicated, and the necessary amounts were appropriated to cover the increases:

Department of Animal Husbandry

- D. J. Kays put on 12 mos. basis, at \$240.00 per mo.—\$2880.00 per annum, effective September 1, 1918.
- F. S. Jacoby put on 12 mos. basis, at \$240.00 per mo.—\$2880.00 per annum, effective September 1, 1918.
- J. S. Coffey put on 12 mos. basis, at \$225.00 per mo.—\$2700.00 per annum, effective September 1, 1918.
- C. T. Conklin put on 12 mos. basis, at \$160.00 per mo.—\$1920.00 per annum, effective September 1, 1918.

In accordance with the above, the sum of \$450.00 was cancelled—\$100.00 in the appropriation for the salary of Mr. Kays; \$100.00 in the appropriation for the salary of Mr. Jacoby and \$250.00 in the appropriation for the salary of Mr. Coffey.

Department of Agricultural Engineering

- F. W. Ives, salary increased to \$225.00 per mo.—\$2700.00 per annum, effective August 1, 1918.
- G. W. McCuen, put on 12 mos. basis, at \$210.00 per mo.—\$2520.00 per annum, effective September 1, 1918.

P. B. Potter, salary increased to \$200.00 per mo.—\$2400.00 per annum, effective August 1, 1918.

In accordance with the above increases, \$183.33 additional was appropriated for the salary of Mr. Ives; \$100.00 additional for the salary of Mr. McCuen and \$550.00 additional for the salary of Mr. Potter.

The salary of R. B. Stoltz, Assistant Professor in the Department of Dairying, was increased to \$2400.00 per annum, effective July 1, 1918, and \$240.00 was appropriated to meet this increase.

The following named persons in the Department of Animal Husbandry, were granted increases in salaries, effective August 1, 1918, and the necessary amounts were appropriated to cover the increases:

George H. Young, Poultryman, salary increased from \$85.00 to \$90.00 per month; \$55.00 appropriated.

Robert Watson, Groom, salary increased from \$85.00 to \$90.00 per month; \$55.00 appropriated.

George Taylor, Herdsman, salary increased from \$85.00 to \$90.00 per month; \$55.00 appropriated.

William Franklin, Shepherd, salary increased from \$85.00 to \$90.00 per month; \$55.00 appropriated.

_____, Swineherd, salary increased from \$85.00 to \$90.00 per month; \$55.00 appropriated.

Dan Swisher, Teamster, salary increased from \$60.00 to \$65.00 per month; \$55.00 appropriated.

L. H. Myers, Gen. Laborer, salary increased from \$60.00 to \$75.00 per month; \$165.00 appropriated.

V. G. Lindamood, Pavilion Groom, salary increased from \$60.00 to \$75.00 per month; \$165.00 appropriated.

_____, Asst. Herdsman, salary increased from \$70.00 to \$80.00 per month; \$110.00 appropriated.

_____, Asst. Poultryman, salary increased from \$60.00 to \$75.00 per month; \$165.00 appropriated.

The salary of Perry L. Wright, Instructor in the Department of Industrial Arts, was increased from \$1100.00 to \$1430.00 per annum, effective July 1, 1918, and \$330.00 was appropriated for this salary.

The salary of Horace Judd, Associate Professor of Hydraulic Engineering, was increased from \$2250.00 to \$2500.00 per annum, effective July 1, 1918, and \$250.00 was appropriated to meet this increase.

The salary of John T. Lomax May, Instructor in the Department of Mechanical Engineering, was increased from \$1500.00 to \$1800.00 per annum, effective July 1, 1918, and \$300.00 was appropriated to meet this increase.

The salary of George W. Dillahunt, Assistant Electrician, Division of Operation and Maintenance was increased from \$1180.00 to \$1260.00 per annum, effective July 1, 1918, and \$80.00 was appropriated to meet this increase.

The salary of I. C. Reasoner, Blacksmith, Division of Operation and Maintenance, was increased from \$1080.00 to \$1200.00 per annum, effective July 1, 1918, and \$120.00 was appropriated to meet this increase.

The salary of B. A. LeBay, Steamfitter, Division of Operation and Maintenance, was increased from \$1200.00 to \$1300.00 per annum, and his title was changed to Boiler Repair Man, effective July 1, 1918. An additional appropriation of \$100.00 was made to meet this increase.

The salary of James Brain, Painter, Division of Operation and Maintenance, was increased from \$1000.00 to \$1080.00 per annum, effective July 1, 1918, and \$80.00 was appropriated to cover this increase.

The salary of A. O. Kaiser, Helper to Engineer, Division of Operation and Maintenance, was increased from \$1060.00 to \$1140.00 per annum, and \$80.00 was appropriated for this salary.

5. Upon the recommendation of the President, the following leaves of absence were granted:

F. W. Marquis, Professor of Steam Engineering, was granted leave of absence, effective July 1, 1918. The appropriation of \$2750.00 for this salary was cancelled.

Charles E. Findlay, Secretary to the Dean of the College of Medicine, was granted leave of absence, without salary, effective July 15, 1918. The balance of \$1150.00 remaining in the appropriation for this salary was cancelled.

Miss Josephine Matthews, House Superintendent of Oxley Hall, was granted leave of absence, without salary, from July 1 to October 1, 1918.

M. B. Hammond, Professor in the Department of Economics and Sociology, was granted leave of absence with salary, effective July 1, 1918. Mr. Hammond is serving the United States Food Administration.

J. E. Carman, Professor in the Department of Geology, was granted leave of absence, without salary, effective July 1, 1918. The appropriation of \$2750.00 for this salary was cancelled.

Miss Bernice Blue, Stenographer, College of Agriculture, was granted leave of absence, without salary, during the months of July and August. The sum of \$140.00, being salary for two months, was cancelled.

Walter Edwin Duffee, Interne, College of Medicine, effective July 1, 1918. Dr. Duffee is in the Medical Reserve Corps.

J. A. Foust, Instructor in the Department of Industrial Arts, was granted leave of absence, effective July 31, 1918. The balance of \$1300.00 remaining in the appropriation for this salary was cancelled.

D. W. DeLong, Instructor in the Department of Zoology and Entomology, was granted leave of absence, effective July 1, 1918. The appropriation of \$1400.00 for this salary was cancelled.

Robert G. Paterson, Assistant Professor in the Department of Public Health and Sanitation, was granted leave of absence, effective

July 1, 1918. The appropriation of \$2500.00 for this salary was cancelled. Dr. Paterson has accepted an appointment with a Tuberculosis Commission under the auspices of the American Red Cross for service in Italy.

C. I. Reed, Instructor in the Department of Physiology, Physiological Chemistry and Pharmacology, was granted leave of absence, without salary, effective July 1, 1918. The appropriation of \$1000.00 for this salary was cancelled.

Francis W. Coker, Professor in the Department of Political Science, was granted leave of absence, effective July 1, 1918. The appropriation of \$2750.00 for this salary was cancelled. Mr. Coker expects to work under the Y. M. C. A. in the French army.

Carl E. Steeb, Secretary and Business Manager, was granted leave of absence for a period of sixty to ninety days, effective July 24, 1918, to be paid \$250.00 per month during his absence. Mr. Steeb is serving the U. S. Government in the Methods Control Department of the Quartermaster General's Department in Washington, D. C.

W. R. Alexander, Machinist in the Department of Electrical Engineering, was granted leave of absence for half time during the month of July, to receive half time salary. The sum of \$54.16, being one-half of the salary for July, was cancelled.

6. Upon the recommendation of the President, the name of Miss Della Wiley was substituted for that of Miss Olive Carmen as Clerk in the office of the County Agricultural Agent for Ross County, effective July 1, 1918.

7. Upon the recommendation of the President, the appropriation of \$1200.00 for the salary of a clerk in the office of the Chief Engineer was cancelled, and an appropriation of \$780.00 was made for the salary of Lee E. Vigor, Stenographer in the above named office.

8. The President reported that Miss Wanda Pryzluska had declined the appointment of Home Demonstration Agent in the Agricultural Extension Service for the year 1918-1919.

9. Upon the recommendation of the President, the name of Thomas Evans was authorized to be inserted in the budget as Technician in the Department of Anatomy, effective July 1, 1918, at a salary of \$960.00 per annum. The balance of \$40.00 in the budget appropriation for this position was cancelled.

10. Upon the recommendation of the President, R. M. Royer was authorized to act as Secretary and Business Manager during the absence of Mr. Steeb, a suitable honorarium to be recommended by the President at the close of the service.

11. Upon the recommendation of the President, Miss Isabel Colmery was authorized to act as House Superintendent of Oxley Hall during the temporary absence of Miss Matthews, and the President was authorized to recommend a suitable honorarium at the close of the service.

12. Upon the recommendation of the President, Dean Alfred Vivian was charged with the duty of arranging for the proper administration of the refrigeration plants in Townshend Hall and the Horticultural Building.

13. Payment was authorized of the premium on the bond of the Secretary, in the amount of \$125.00, due in August.

14. Upon the recommendation of the President, the contract between the Bureau of Mines and the Ohio State University was approved, and the Chairman of the Board of Trustees, the President and the Secretary were authorized to sign said agreement for the year ending June 30, 1919.

15. Upon the recommendation of the President, the budget for the Department of Bacteriology for the year ending June 30, 1919, was adopted, this budget having been withheld at the time the annual budget was adopted at the meeting of June 24, 1918.

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The President presented the following communication from Mr. R. F. Wolfe:

"July 31, 1918.

"Gentlemen:

"Being interested in the department of journalism at Ohio State University and wishing to encourage the work of students in that department, I herewith enclose to you a United States government bond for \$1000.00 bearing 4 percent interest.

"I ask that this bond be accepted by the trustees and remain in their custody until maturity and, at that time, the principal be paid into the state treasury, as provided in Section 7951 Revised Statutes of Ohio, for the special use of Ohio State University as herein indicated.

"I ask that the interest on this bond, and on the principal when it shall have been turned into the treasury, be used annually in providing a suitable medal as an award to the student in journalism who writes the best paper on some phase of the preparation, production or distribution of a newspaper.

"I suggest that the trustees appoint a committee who shall have full authority to arrange the annual contest, including the subject and time limit and to judge the papers submitted, withholding the award in any year, if they find none of the papers worthy of the award, the interest in any such year being added to the principal.

"Sincerely,

"R. F. WOLFE."

"Board of Trustees,
Ohio State University,
City."

Whereupon Mr. Kaiser offered the following motion, which was unanimously adopted:

"That the Trustees accept with thanks and appreciation the gift of Mr. Robert F. Wolfe and record their purpose to carry the conditions into effect, and that the Secretary be directed to notify Mr. Wolfe of this action."

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A committee from the Protestant Hospital Association appeared before the Board regarding the contract for the year 1918-1919.

Judge McCann and President Thompson were appointed a committee to confer with the committee from the Protestant Hospital Association and report at the next meeting of the Board.

Thereupon the Board recessed to meet at 1:30 P. M. at the President's residence.

The Board came together with the same members present as attended the morning session, with the exception of Mr. Kettering.

The President presented a report from Dr. C. A. Burrett, Dean of the College of Homeopathic Medicine, concerning the Homeopathic Hospital, which was approved and ordered to be filed.

The President presented the following report from the Dean of the College of Education, outlining a plan for industrial teacher-training under the Smith-Hughes law, and, on motion, this report was adopted:

First—That the name of the Department of Manual Training be changed to Department of Industrial Education.

Second—That the title of E. L. Usry be changed from Professor of Manual Training to Professor of Industrial Education. That the title of R. E. Smith be changed from Instructor in Manual Training to Instructor in Industrial Education.

Third—That the two above named persons be placed on the twelve months basis and salaries readjusted somewhat on account of this change. Since a portion of the salary of both Professor Usry and Mr. Smith would be paid out of the Smith-Hughes fund (repaid to the University from that fund), I recommend the following adjustment of salary: Professor Usry from the regular University budget, \$2550.00, from the State Board of Education (Smith-Hughes fund) \$750.00, total \$3300.00. Mr. R. E. Smith, Instructor, \$1400.00 from the regular University budget, from State Board of Education (Smith-Hughes fund) \$500.00, total \$1900.00.

Since, however, one month of the current fiscal year has already elapsed, the salary for Mr. Usry for the current year from the University should not exceed what has already been arranged for, \$2500.00, and from the State Board of Education \$750.00, total for the eleven months \$3250.00, effective August 1, 1918. Since Mr. Smith is being paid for two months of the present fiscal year from the Summer Session budget, his salary for the present year from the University should remain as at present, \$1200.00, and \$500.00 from the State Board of Education (Smith-Hughes fund), total \$1700.00, beginning September 1, 1918.

For the work in Engineering Drawing, which will be done by some member of the Engineering Drawing Department, the \$250.00 of the Smith-Hughes fund should be appropriated.

After the present fiscal year, should the arrangement prove satisfactory and be continued, the salaries for the above named men should be as first named in this recommendation. The sum total of the salaries from the Smith-Hughes fund as above apportioned equals the amount allowed by the State Board of Education in their communication to Professor Ury in July, 1918.

* * * * *

Upon the recommendation of the President, the contract between the Ohio State University and the State Board of Education of the State of Ohio regarding the training of teachers of vocational agriculture under the terms of the Smith-Hughes law, was approved and signature authorized.

Pursuant to the above mentioned contract, the following additions were made to the salary budget of the College of Agriculture:

Department of Agricultural Education

E. F. Johnson, Assistant Professor, at a salary of \$2400.00 per annum.
Ralph H. Schreiber, Instructor, at a salary of \$1710.00 per annum.
Frederick McMillen, Instructor, at a salary of \$1800.00 per annum.
 , Instructor, at a salary of about \$1800.00 per annum.

Department of Home Economics

Treva Kauffman, Instructor, at a salary of \$1800.00 per annum.
Two instructors to be named later as critic teachers at about \$1600.00.

The above appointments are on a twelve months' basis, effective July 1, 1918, the University to be reimbursed for their salaries from the Smith-Hughes fund.

Captain Cope presented the following applications for deeds, and, on motion, the Chairman of the Board was directed to execute the same:

Application No. 1850-1460 of Minnie Stafford for 138.59 acres of land in Survey No. 506, in Clermont County.

Application No. 1851-1461 of James S. Hatcher and Mollie Hatcher for 103.81 acres of land in Survey No. 3621, in Clermont County.

Application No. 1852-1462 of Elizabeth Fetzner for 76.20 acres of land in Survey No. 261, in Clermont County.

Application No. 1853-1463 of Leonard and Mary Faul for 122.33 acres—30 acres in Survey No. 919 and 92.33 acres in Survey No. 397, in Brown County.

Application No. 1854-1464 of Laura E. Guthrie for 79.76 acres of land in Survey No. 400, in Brown County.

Application No. 1855-1465 of Lucy M. Clark et al for 155.74 acres of land—126.74 acres in Survey No. 455 and 29 acres in Survey Nos. 15391-15450, in Scioto County.

Application No. 1856-1466 of John F. Sheehy for 107 acres of land in Survey No. 415, in Clermont County.

Application No. 1857-1467 of Alfred L. Hite for 244.45 acres of land—100.58 acres of land in Survey No. 397; 89.15 acres in Survey No. 1647 and 46.21 acres in Survey No. 919 and 8.51 acres in Survey No. 1649, in Brown County.

Application No. 1858-1468 of J. G. Traub for 70 acres of land in Survey No. 391, in Clermont County.

Application No. 1859-1469 of G. E. Donovan for 40¼ acres of land in Survey No. 415, in Clermont County.

Application No. 1860-1470 of W. C. Staats for 64.25 acres of land in Survey No. 391, in Clermont County.

Application No. 1861-1471 of Charles Kayser for 60.41 acres of land in Survey No. 391, in Clermont County.

Application No. 1862-1472 of Mary Keller for 45 acres of land in Survey No. 391, in Clermont County.

Application No. 1863-1473 of Bertha Judd for 33.88 acres of land in Survey No. 391, in Clermont County.

Application No. 1864-1474 of Edward C. Sutton et al for 42.75 acres of land in Survey No. 7288, in Logan County.

Application No. 1865-1475 of Annabelle Jarman for 153 acres of land in Survey No. 391, in Clermont County.

Application No. 1866-1476 of Omar Harshfield for 48.20 acres of land in Survey No. 7288, in Logan County.

Application No. 1867-1477 of Nancy A. Bricker for 94.19 acres of land in Survey No. 396, in Brown County.

Application No. 1868-1478 of J. W. Houser for 94½ acres of land—50 acres in Survey No. 866 and 44½ acres in Survey No. 1064, in Clermont County.

Application No. 1869-1479 of Christianna Chambers for 103.16 acres of land—2.41 acres in Survey No. 1683 and 100.75 acres of land in Survey No. 391, in Clermont County.

Application No. 1870-1480 of James Cordrey et ux for 104.44 acres of land in Survey No. 765, in Clermont County.

Application No. 1871-1481 of Ida Bushman for 48.04 acres of land in Survey No. 415, in Clermont County.

Application No. 1872-1482 of Albert Hetterick for 87¼ acres of land in Survey No. 391, in Clermont County.

Application No. 1873-1483 of Jennie Pribble for 25 acres of land in Survey No. 391, in Clermont County.

Application No. 1874-1484 of Jacob and Anna Beyersdorfer for 35.64 acres of land—20.81 acres in Survey No. 919 and 14.83 acres in Survey No. 397, in Brown County.

Application No. 1875-1485 of J. L. Passmore for 42 acres of land in Survey No. 415, in Clermont County.

Application No. 1876-1486 of John H. Neu et al for 221 acres of land—139.80 acres in Survey No. 400 and 81.20 acres in Survey No. 397, in Brown County.

Application No. 1877-1487 of John and Margaret Carrigan for 142.75 acres of land in Survey No. 396, in Brown County.

Application No. 1878-1488 of John Schwab, Jr., for 101 acres of land in Survey No. 1064, in Clermont County.

Application No. 1879-1489 of Rosa Myers for 70 acres of land in Survey No. 1064, in Clermont County.

Application No. 1880-1490 of R. G. Dawson for 58 acres of land—13 acres in Survey No. 866 and 45 acres in Survey No. 1064, in Clermont County.

Application No. 1881-1491 of William Lyon for 53½ acres of land in Survey No. 397, in Brown County.

Application No. 1882-1492 of William Neftzer for 52.45 acres of land in Survey No. 1064, in Clermont County.

Application No. 1883-1493 of Benjamin Ingram for 81.62 acres of land in Survey No. 391, in Clermont County.

Application No. 1884-1494 of Benjamin Fisher for 53¼ acres of land in Survey No. 1064, in Clermont County.

Application No. 1885-1495 of Jennie B. Abrams for 91.10 acres of land—20.75 acres in Survey No. 715 and 70.35 acres in Survey No. 1064, in Clermont County.

* * * * *

The President announced the death of Mr. Robert P. Scott of Cadiz, Ohio, and submitted the following minute, which was adopted:

“Mr. Robert P. Scott on January 2, 1909, gave the University the sum of twenty-five thousand dollars known as the Robert P. Scott Student Aid Fund for the aid of worthy students. This fund has served a useful purpose and was accepted at the time as an evidence of Mr. Scott's philanthropy and of his interest in the education of the rising generation.

“Mr. Scott was born in Lisbon, Columbiana County, Ohio, in the year 1851. He died in Baltimore, July 26, 1918, and was buried in Cadiz, Ohio, July 30, 1918. He was the inventor of many mechanical appliances, chief among them being the pea-hulling machine. He held a prominent place for many years among the leaders in the canning industry and from 1891 to 1895 was president of the Canning Machinery Association. He retired from business a few years before his death, spending his time upon his plantation at Williamsburg, Virginia.”

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Upon the recommendation of the President, Mrs. George L. Converse was appointed Acting Dean of Women, the matter of compensation to be determined later.

* * * * *

The following resolution was adopted:

“Resolved, That in view of the probable absence of the President to represent the U. S. Department of Agriculture in England and on the continent for a period of two or three

months, Dean John J. Adams be appointed Acting President for the period of the President's absence."

* * * * *

Thereupon the Board adjourned.

Attest: CARL E. STEEB,
Secretary.

BENJ. F. MCCANN,
Chairman.

OFFICE OF THE BOARD OF TRUSTEES
THE OHIO STATE UNIVERSITY

COLUMBUS, OHIO, SEPTEMBER 4, 1918.

The Board of Trustees met at the University pursuant to the call of the Chairman.

Present: Benj. F. McCann, Chairman; O. E. Bradfute, John Kaiser and C. F. Kettering.

* * * * *

Acting President Adams presented the following items for consideration and action:

1. Upon the recommendation of the Acting President, the following appointments were made and the necessary amounts were appropriated to meet the salaries, in accordance with the general rule:

Aubrey I. Brown was appointed Assistant Professor of Steam Engineering in the Department of Mechanical Engineering, at a salary of \$2200.00 per annum, effective September 1, 1918, and the above amount was appropriated to meet this salary.

Miss Florence Hier was appointed Instructor in the Department of Romance Languages, vice Leopold Cardon, resigned, at a salary of \$1500.00 per annum, effective September 1, 1918, and said amount was appropriated for this salary.

Miss Elma E. Hamilton was appointed Library Assistant, vice Miss Mary Lewis, resigned, at a salary of \$60.00 per month, effective September 15, 1918, and an appropriation of \$570.00 was made to meet this salary.

Miss Thurza Teegarden was appointed Technical Assistant in the Department of Pathology, effective September 1, 1918, vice Zita Donahue, resigned, at a salary of \$720.00 per annum. The balance of \$120.00 remaining in the budget appropriation for this position was cancelled.

Miss Glenna Hesse was appointed Instructor in the Department of Home Economics, at a salary of \$1200.00 per annum, effective September 1, 1918. The balance of \$300.00 remaining in the budget appropriation for this position was cancelled.

Miss Bertha Hayes was appointed Assistant in the Department of Home Economics, at a salary of \$750.00 per annum, effective September 1, 1918, provided in the budget.

Miss Marie De Vere was appointed Assistant in the Department of Home Economics, effective September 1, 1918, at a salary of \$750.00 per annum, provided in the budget.

Miss Anna Junkerman was appointed Assistant in the Department of Home Economics, effective September 1, 1918, at a salary of \$800.00 per annum, provided in the budget.

Miss Margaret F. Smith was appointed Instructor in the Department of Art, effective September 1, 1918, at a salary of \$1200.00 per annum, vice E. O. Christensen, on leave. The balance of \$100.00 remaining in the budget appropriation for this position was cancelled.

Miss A. Sophie Rogers was appointed Instructor in the Department of Psychology, effective September 1, 1918, at a salary of \$1400.00 per annum, vice Miss Alida C. Bowler, resigned. An appropriation of \$1400.00 was made to meet this salary.

Miss Florence Fitzgerald was appointed Graduate Assistant in the Department of Psychology, effective September 1, 1918, at a salary of \$300.00 per annum, vice A. D. Curfman, resigned. An appropriation of \$300.00 was made for this salary.

W. S. Williams was appointed Carpenter, Division of Operation and Maintenance, effective September 1, 1918, at a salary of \$1280.00 per annum. An appropriation of \$1066.67 was made to meet this salary.

Carl L. Svensen, of the Department of Engineering Drawing, was appointed to carry the work in the drawing course to be given under the Smith-Hughes law in the Department of Industrial Education, effective September 1, 1918, at a salary of \$250.00 per annum.

True G. Watson was appointed Instructor in the Department of Agricultural Chemistry, effective September 1, 1918, at a salary of \$135.00 per month, for twelve months. An appropriation of \$1350.00 was made to meet this salary.

Miss Doris MacConathy was appointed Critic Teacher in Smith-Hughes Practice School in the Department of Home Economics, effective September 1, 1918, at a salary of \$1320.00 per annum, twelve months.

Miss Henrietta Gromme was appointed Critic Teacher in Smith-Hughes Practice School in the Department of Home Economics, effective September 1, 1918, at a salary of \$1500.00 per annum, 12 months.

T. P. Glidden was appointed Night Watchman, effective August 1, 1918, at a salary of \$80.00 per month. An appropriation of \$880.00 was made to meet this salary.

Miss Elizabeth Rauhauser was appointed Janitress, Home Economics Building, effective August 1, 1918, at a salary of \$50.00 per month. An appropriation of \$550.00 was made for this salary.

C. D. Lowery was appointed Laborer (truck driver), effective August 1, 1918, at a salary of \$70.00 per month. An appropriation of \$770.00 was made to meet this salary.

L. T. Lawrence was appointed Laborer, Laboratory Supply Store, effective September 1, 1918, at a salary of \$80.00 per month, provided in the budget.

Miss Floris D. Hane was appointed Typist in the Business Manager's office, effective August 1, 1918, at a salary of \$70.00 per month. An appropriation of \$770.00 was made for this salary. The appropriation of \$840.00 for a clerk in this office was cancelled.

George McGinness was appointed Fireman, Division of Operation and Maintenance, effective September 1, 1918, at a salary of \$1080.00 per annum, vice J. F. Walker, dismissed from the service. An appropriation of \$900.00 was made for his salary.

2. Upon the recommendation of the Acting President, the following resignations were accepted:

Miss Ruth E. Bryant, Instructor in Home Economics, Department of Agricultural Extension, effective August 15, 1918.

Tom C. Stone, Instructor in the Department of Animal Husbandry, effective July 1, 1918. The appropriation of \$1600.00 for this salary was cancelled.

Miss Arema O'Brien, Assistant to the Dean of Women, effective August 7, 1918. The balance of \$969.00 remaining in the appropriation for this salary was cancelled.

Miss Alice Donaway, Emergency Home Demonstration Agent in the Agricultural Extension Service, effective August 17, 1918.

Leopold Cardon, Instructor in the Department of Romance Languages, effective July 1, 1918. The appropriation of \$1500.00 for this salary was cancelled.

J. T. L. May, Instructor in the Department of Mechanical Engineering, effective July 1, 1918. The appropriation of \$1800.00 for this salary was cancelled.

John J. Greeley, Laborer, Department of Mechanical Engineering, effective July 31, 1918. The balance of \$715.00 remaining in the appropriation for this salary was cancelled.

Miss Florence M. Bennett, Stenographer, Department of Botany, effective July 1, 1918. The appropriation of \$840.00 for this salary was cancelled.

Fred Fleischer, Janitor, effective July 22, 1918. The appropriation of \$900.00 for this salary was cancelled.

H. W. Miller, First Assistant Storekeeper, effective August 1, 1918. The balance of \$1100.00 remaining in the appropriation for this salary was cancelled.

Henry LeRoy Coles, Instructor in the Department of Chemistry, declined appointment. The appropriation of \$1600.00 for this salary was cancelled.

E. W. Hartley, Graduate Assistant in the Department of Geology, effective July 1, 1918. The appropriation of \$300.00 for this salary was cancelled.

W. A. Verweibe, Instructor in the Department of Geology, effective July 1, 1918. The appropriation of \$1500.00 for this salary was cancelled.

Martin Coughlin, Carpenter, Division of Operation and Maintenance, effective September 1, 1918. The balance of \$1066.68 remaining in the appropriation for this salary was cancelled.

3. Upon the recommendation of Acting President Adams, the following changes in salaries and titles were made, and the necessary appropriations were made to cover the increases in salaries, in accordance with the general rule:

The salary of Dr. A. W. Prout, Instructor in the Department of Ophthalmology and Oto-Laryngology, was increased to \$600.00 per annum, and an appropriation of \$300.00 was made to meet this increase.

The salary of Dr. I. G. Clark, Instructor in the Department of Ophthalmology and Oto-Laryngology, was increased to \$600.00 per annum, and an appropriation of \$300.00 was made to meet this increase.

The salary of Dr. J. B. Alcorn, Instructor in the Department of Ophthalmology and Oto-Laryngology, was increased to \$600.00 per annum, and an appropriation of \$300.00 was made to meet this increase.

The title of Dr. T. Reese Williams was changed from Assistant to Instructor in the Department of Ophthalmology and Oto-Laryngology, effective September 1, 1918.

The salary of Mrs. Grace G. Walker, Instructor in the Department of Home Economics, was increased to \$1800.00 per annum, effective July 1, 1918, and the sum of \$300.00 was appropriated to meet this increase.

The salary of Miss Ellen Miller, Assistant in the Department of Home Economics, was increased to \$1200.00 per annum (12 months) and her title was changed to Instructor in Home Economics, effective September 1, 1918. The sum of \$100.00 was appropriated for this increase.

W. A. Knight, Associate Professor in the Department of Industrial arts, was appointed Acting Head of the Department during the absence of Professor Sanborn.

The salary of Miss Inez Biddle, Stenographer in the office of the County Agent for Franklin County, was increased to \$45.00 per month, effective July 1, 1918.

The salary of Miss Irene Irwin, Stenographer in the office of the County Agent for Darke County, was changed to \$40.00 per month, effective July 1, 1918.

The salary of Miss Ione Lamb, Stenographer in the office of the County Agent for Crawford County, was changed to \$25.00 per month, effective September 1, 1918.

4. Upon the recommendation of the Acting President, J. F. Walker, Fireman, was dismissed from the service of the University, effective September 1, 1918. The balance of \$900.00 remaining in the appropriation for this salary was cancelled.

5. Upon the recommendation of the Acting President, it was agreed that the sum of \$308.00 per annum be paid from Smith-Lever funds in Project No. 4 toward the salary of W. H. Palmer, State Leader of Boys' and Girls' Clubs. The U. S. Department of Agriculture pays \$1692.00, which makes the total salary \$2000.00, the same as is shown in the original budget.

6. In accordance with the recommendation of the Faculty of the College of Homeopathic Medicine, the following named persons were granted certificates of graduation from the University Homeopathic Training School:

Hazel Ault, as of August 4, 1918.

Martha Bower, as of September 14, 1918.

7. Upon the recommendation of Acting President Adams, the following members of the instructional force were reinstated on the University payroll at full-time salary, effective September 1, 1918, and the necessary amounts were appropriated to meet the salaries, in accordance with the general rule. This adjustment is made necessary on the account of the discontinuance of the School of Military Aeronautics.

F. C. Blake, Professor in the Department of Physics, at \$2750.00 per annum, and the above amount was appropriated to cover the salary.

William T. Magruder, Professor of Mechanical Engineering, at \$3500.00 per annum, and the sum of \$2000.00 was appropriated in addition to the \$1500.00 provided in the budget for part-time salary.

Henry C. Lord, Professor of Astronomy, at \$3000.00 per annum, and the sum of \$2000.00 was appropriated in addition to the \$1000.00 provided in the budget for part-time salary.

W. A. Knight, Associate Professor in the Department of Industrial Arts, at \$2200.00 for eleven months, and the sum of \$1750.00 was appropriated in addition to the \$250.00 provided in the budget for part-time salary.

R. A. Brown, Instructor in the Department of Electrical Engineering, at \$1600.00 per annum, and the sum of \$1100.00 was appropriated in addition to the \$500.00 provided in the budget for part-time salary.

T. M. Hills, Assistant Professor in the Department of Geology, at \$2250.00 per annum, and the sum of \$2000.00 was appropriated in addition to the \$250.00 provided in the budget for part-time salary.

8. Acting President Adams reported that the E. I. du Pont de Nemours Company has awarded a fellowship to the University in the amount of \$750.00, the candidate to be a graduate assistant in the Department of Chemistry, and the same was accepted on condition that a suitable candidate could be nominated.

9. Upon the recommendation of Acting President Adams, R. M. Royer, Purchasing Agent, was authorized to attend the meeting of the National Association of Purchasing Agents, to be held at Detroit, Michigan, September 24-26, 1918, with the usual allowance for expenses, subject to the approval of the Governor of Ohio, in accordance with Section 2313-3 of the Laws of Ohio.

10. Upon the recommendation of Acting President Adams, the following leaves of absence were granted:

F. E. Sanborn, Director of Industrial Arts Department, effective September 1, 1918. Professor Sanborn is serving the U. S. Government in the work of re-education of soldiers in hospitals.

W. C. Ronan, Instructor in the Department of Architecture, effective September 1, 1918. Mr. Ronan has been drafted into the service.

B. A. Eisenlohr, Professor in the Department of German, effective July 1, 1918. Professor Eisenlohr has been appointed as representative for the United States at The Hague.

J. W. Bridges, Assistant Professor in the Department of Psychology, effective July 1, 1918, for a period such as the Government desires. Mr. Bridges is serving the Government in a civilian capacity and may be released at any time.

Miss Maude C. Hathaway, Assistant Professor in the Department of Home Economics, effective July 1, 1918, for the first semester, without salary. The sum of \$850.00 being salary for one semester was cancelled.

C. O. Ruggles, Professor in the Department of Economics and Sociology, effective September 1, 1918, with a salary allowance of \$400.00. The balance of \$2600.00 remaining in the appropriation for this salary was cancelled. Mr. Ruggles is serving the United States Shipping Board.

11. The Acting Secretary reported the purchase of the tract of land located at the corner of the Flenniken Pike and Lane Avenue, containing 4.65 acres, more or less, described as follows, for the sum of \$2500.00. This purchase was made in accordance with the action of the Board of Trustees at the meeting of June 24, 1918.

"Being a part of Quarter Township Number Three (3), Township Number One (1), Range Eighteen (18), United States Military Lands: Beginning at the point of intersection of the center line of Lane Avenue and the center line of Flenniken Pike, thence with the center line of Lane Avenue westerly five hundred fifty-one (551) feet to a stake at the northeast corner of lands of William Salzgeber; thence southerly along the east line of said lands of William Salzgeber and parallel with the center line of Flenniken Pike three hundred sixty-nine and seven-tenths (369.7) feet to the north line of lands now owned by said State of Ohio; thence easterly along the north line of said lands last mentioned and parallel with the center line of Lane Avenue five hundred fifty-one (551) feet to the center line of Flenniken

Pike; thence northerly with the center line of Flenniken Pike three hundred sixty-nine and seven-tenths (369.7) feet to the point of beginning, containing four and sixty-five hundredths (4.65) acres, more or less."

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Acting President Adams presented a letter from Professor C. S. Plumb, of the Department of Animal Husbandry, requesting water service on the University Farm, and the same was referred to Dean Vivian for report.

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The Board recessed for luncheon.

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The Board reassembled at 1:30 P. M. with the same members present as attended the morning session.

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Acting President Adams presented a contract with the United State Government for the establishment of a Students' Army Training Corps at the Ohio State University, effective from October 1, 1918, to June 30, 1919.

Upon motion, Acting President Adams was authorized to execute this contract on behalf of the University.

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The Cabinet was authorized to make the necessary changes and repairs in Hayes Hall so that accommodations may be furnished for approximately six hundred students of the training corps.

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Thereupon the Board adjourned.

Attest: CARL E. STEEB,
Secretary.

BENJ. F. MCCANN,
Chairman.

OFFICE OF THE BOARD OF TRUSTEES
THE OHIO STATE UNIVERSITY

COLUMBUS, OHIO, OCTOBER 1, 1918.
1:30 P. M.

The Board of Trustees met at the University, pursuant to the call of the Acting President.

Present: John F. Cunningham, Vice-Chairman; Guy W. Mallon, O. E. Bradfute and John Kaiser.

* * * * *

Acting President Adams presented the following items for consideration and action.

1. Upon the recommendation of the Acting President, the following appointments were made and the necessary amounts were appropriated to cover the salaries, in accordance with the general rule:

Frederick C. Landsittel was appointed Assistant Professor of the Principles and Practice of Education, effective September 1, 1918, at a salary of \$1500.00 for the first semester, provided in the budget.

Etheldra Collett was appointed Graduate Scholar, effective September 1, 1918, at a salary of \$250.00 per annum, provided in the budget.

Anna R. McIntire was appointed Graduate Scholar, effective September 1, 1918, at a salary of \$250.00 per annum, provided in the budget.

Harry Miller was appointed Graduate Scholar, effective September 1, 1918, at a salary of \$250.00 per annum, provided in the budget.

Esther Reedy was appointed Graduate Scholar, effective September 1, 1918, at a salary of \$250.00 per annum, provided in the budget.

Julia R. Woodruff was appointed Graduate Scholar, effective September 1, 1918, at a salary of \$250.00 per annum, provided in the budget.

Arthur St. C. Sloan was appointed Graduate Fellow, effective September 1, 1918, at a salary of \$500.00 per annum, provided in the budget.

Walter V. Balduf was appointed Graduate Assistant in the Department of Zoology and Entomology, effective September 1, 1918, vice Edward L. Wickliff, resigned, at a salary of \$300.00 per annum, and this amount was appropriated to meet the salary.

Katherine Percy was appointed Dietitian at the Homeopathic Hospital, effective August 17, 1918, vice Frances A. Nichol, resigned, at a salary of \$50.00 per month. An appropriation of \$525.00 was made for this salary.

Lova Ethel Swingert was appointed Student Nurse in the Training School for Nurses of the Homeopathic Hospital, effective June 1, 1918, at a salary of \$50.00 per annum, provided in the budget.

Howard Rager was appointed County Agricultural Agent in the Agricultural Extension Service, effective August 1, 1918, vice A. W. Hayes, at a salary of \$1800.00 per annum, to be paid as follows: \$125.00 per month from U. S. D. A. War Emergency Fund; \$8.33 per month from State Offsetting Funds; \$16.67 per month from Lorain County Funds.

Mr. Rager is also to be paid \$41.66 per month from Lorain County Funds for the maintenance of an automobile. Salary and expense items to be charged to Project No. 2 in the Extension budget.

Edith Dickson was appointed Instructor in Home Economics in the Agricultural Extension Service, effective August 1, 1918, at a salary of \$1200.00 per annum, to be paid from State Offsetting Funds in Project No. 6.

Fred E. Riebel was appointed Instructor in Agricultural Engineering in the Agricultural Extension Service, effective September 2,

1918, vice Walter Pettit, at a salary of \$1800.00 per annum, to be paid from Smith-Lever Funds in Project No. 3B.

Mabel Nichol was appointed Instructor in Home Economics in the Agricultural Extension Service, effective September 1, 1918, vice Treva Kauffman, resigned, at a salary of \$1200.00 per annum, to be paid from State Offsetting Funds in Project No. 6A.

Enid W. Lunn was appointed Home Demonstration Agent in the Agricultural Extension Service, effective September 1, 1918, vice Alice Donaway, resigned, at a salary of \$1680.00 per annum, to be paid as follows: \$130.00 per month from U. S. D. A. War Emergency Funds; \$10.00 per month from Smith-Lever Funds, to be charged to Project No. 11 in the Extension budget.

Miss Lunn was also allowed \$400.00 per annum for automobile expenses, to be paid by the U. S. Department of Agriculture.

Lora Grace Kays was appointed Home Demonstration Agent in the Agricultural Extension Service, effective September 16, 1918, vice Eloise Davison, at a salary of \$1800.00 per annum, to be paid as follows: \$140.00 per month from U. S. D. A. War Emergency Funds; \$10.00 per month from Smith-Lever Funds, to be charged to Project No. 11 in the Extension budget.

Miss Kays was also allowed \$400.00 per annum for the maintenance of an automobile, to be paid by the U. S. Department of Agriculture.

H. E. Bice was appointed Instructor in the Department of Economics and Sociology, effective September 1, 1918, at a salary of \$1600.00 per annum, provided in the budget. The balance of \$100.00 remaining in the budget appropriation for this position was cancelled.

Howard H. Yoakum was appointed Student Assistant in the Department of Anatomy, effective September 1, 1918, at a salary of \$300.00 per annum, provided in the budget.

Katherine Conrad was appointed Student Stenographer for the Graduate School and Summer Session, effective October 1, 1918, at a salary of \$40.00 per month, and the sum of \$360.00 was appropriated for this salary.

Jean Fitzgerald was appointed Business Manager of "The Lantern," effective September 1, 1918, at a salary of \$500.00 per annum, provided in the budget.

William P. Dumont was appointed Editor-in-chief of "The Lantern," effective September 1, 1918, at a salary of \$500.00 per annum, provided in the budget.

Charlotte Josephine Thomas was appointed Library Assistant, effective October 1, 1918, at a salary of \$80.00 per month, provided in the budget. The appropriation of \$660.00 provided for a library assistant was cancelled.

Edward A. Schwinn was appointed Night Assistant in the Library, effective September 1, 1918, at a salary of \$40.00 per month, provided in the budget. The balance of \$80.00 remaining in the appropriation for this position was cancelled.

W. Hayes Yeager was appointed Night Assistant in the Library, effective September 1, 1918, at a salary of \$40.00 per month, provided in the budget. The balance of \$80.00 remaining in the appropriation for this position was cancelled.

James Bernard Rockwood was appointed Graduate Scholar, effective September 1, 1918, at a salary of \$250.00 per annum, provided in the budget.

Ernest Rey was appointed Graduate Scholar, effective September 1, 1918, at a salary of \$250.00 per annum, provided in the budget.

Alice W. Black was appointed Graduate Scholar, effective September 1, 1918, at a salary of \$250.00 per annum, and said amount was appropriated for this salary.

Mrs. Della R. Maddox was appointed Assistant in the Department of Romance Languages, effective September 1, 1918, at a salary of \$500.00 per annum and this amount was appropriated to meet the salary.

Eloise Davison was appointed Instructor in Home Economics in the Agricultural Extension Service, vice Mary Graber, resigned, effective October 1, 1918, at a salary of \$1320.00 per annum, to be paid from State Offsetting Funds in Project No. 6.

Dorothy Lowe was appointed Instructor in Home Economics in the Agricultural Extension Service, vice Lena Bumpas, effective November 11, 1918, at a salary of \$1200.00 per annum, to be paid from State Offsetting Funds in Project No. 6.

Adolph B. Schneider was appointed Lecturer on Clinical Diagnosis and Clinical Microscopy, College of Homeopathic Medicine, effective September 17, 1918, at a salary of \$450.00 per annum, and an appropriation of \$150.00 was made in addition to the \$300.00 provided in the budget.

Harry Millard Beatty was appointed Instructor in the Department of Mathematics, effective September 1, 1918, at a salary of \$1500.00 per annum, and said amount was appropriated to meet the salary.

Elsie Steiger was appointed Assistant in the Department of Home Economics, effective September 1, 1918, at a salary of \$600.00 per annum, provided in the budget. The balance of \$150.00 remaining in the budget appropriation for this position was cancelled.

Charles H. Woodruff was appointed Shop Assistant in the Department of Industrial Arts, effective October 1, 1918, at a salary of \$100.00 per month, on a basis of twelve months, and the sum of \$100.00 was appropriated for this salary in addition to the \$800.00 provided in the budget.

Jerry H. Service was appointed Instructor in the Department of Physics, effective September 1, 1918, at a salary of \$1500.00 per annum, and said amount was appropriated to meet this salary.

Gabriel Weber was appointed Instructor in the Department of Civil Engineering, effective October 1, 1918, at a salary of \$1200.00 per annum, and the sum of \$1080.00 was appropriated to meet this salary.

Shen Hung was appointed Student Assistant in the Department of Mine Engineering, effective September 1, 1918, at a salary of \$300.00 per annum, provided in the budget.

Charlotte Corinne Wilkinson was appointed Assistant in the Department of Engineering Drawing, effective September 1, 1918, vice B. M. Warder, resigned, at a salary of \$900.00 per annum, and said amount was appropriated for this salary.

E. A. Shattuck was appointed Janitor, effective September 1, 1918, vice John Long, resigned, at a salary of \$75.00 per month, and the sum of \$750.00 was appropriated for this salary.

C. M. Spurgeon was appointed Laborer, Laboratory Supply Store, effective September 16, 1918, at a salary of \$900.00 per annum, and the sum of \$712.50 was appropriated to meet this salary.

Rudolph Gaylord Lewis was appointed Student Assistant in the Department of Physiology, effective September 1, 1918, vice Ellis M. Black, resigned, at a salary of \$300.00 per annum, and said amount was appropriated for this salary.

Kenneth Gibson Hancher was appointed Assistant in the Department of Physiology, effective September 1, 1918, vice Carlos I. Reed, on leave, at a salary of \$600.00 per annum, and said amount was appropriated for this salary.

2. Upon the recommendation of the Acting President, the following resignations were accepted, and the balances, if any, remaining in the various salary appropriations were cancelled, in accordance with the general rule:

Mary Graber, Instructor in Home Economics in the Agricultural Extension Service, effective September 1, 1918.

Irma Selby, Graduate Scholar, effective September 1, 1918. The appropriation of \$250.00 for this salary was cancelled.

J. A. Dannley, Student Janitor at the Observatory, effective September 17, 1918. The balance of \$283.00 remaining in the appropriation for this salary was cancelled.

J. L. Benbow, Graduate Assistant in the Department of Zoology and Entomology, effective September 1, 1918. The appropriation of \$300.00 for this salary was cancelled.

Edward L. Wickliff, Graduate Assistant in the Department of Zoology and Entomology, effective September 1, 1918. The appropriation of \$300.00 for this salary was cancelled.

Elizabeth G. Beatty, Graduate Fellow, effective September 1, 1918. The appropriation of \$500.00 for this salary was cancelled.

Isabel Colmery, Secretary to the House Superintendent of Oxley Hall, effective October 1, 1918. The balance of \$585.00 remaining in the appropriation for this salary was cancelled.

Marion Racer, Graduate Scholar, effective September 1, 1918. The appropriation of \$250.00 for this salary was cancelled.

Margaret Castle, Graduate Assistant in the Department of Psychology, effective September 1, 1918. The appropriation of \$300.00 for this salary was cancelled.

L. A. Weinland, Instructor in the Department of Chemistry, effective September 1, 1918. The appropriation of \$1200.00 for this salary was cancelled.

W. F. Tressel, Assistant in the Department of Chemistry, effective September 1, 1918. The appropriation of \$700.00 for this salary was cancelled.

R. A. Fisher, Graduate Assistant in the Department of Chemistry, effective September 1, 1918. The appropriation of \$300.00 for this salary was cancelled.

B. M. Warder, Assistant in the Department of Engineering Drawing, effective September 1, 1918. The appropriation of \$900.00 for this salary was cancelled.

Mary E. Ferguson, Surgery Nurse, Homeopathic Hospital, effective October 8, 1918. The balance of \$524.00 remaining in the appropriation for this salary was cancelled.

C. A. Mathias, Assistant, part time, in the Department of Architecture, effective July 1, 1918. The appropriation of \$600.00 for this salary was cancelled.

Roy DeVault, Ash Wheeler, Service Department, effective September 13, 1918. The balance of \$717.50 remaining in the appropriation for this salary was cancelled.

Ellis M. Black, Student Assistant in the Department of Physiology, effective September 1, 1918. The appropriation of \$250.00 for this salary was cancelled.

John Long, Janitor, effective August 1, 1918. The balance of \$825.00 remaining in the appropriation for this salary was cancelled.

3. Upon the recommendation of the Acting President, the following changes in title and salary were made, and the necessary appropriations were authorized to meet the increases:

The title of W. F. Bloor was changed from Assistant to Instructor in the Department of Economics and Sociology and his salary increased from \$700.00 to \$1200.00 per annum, effective September 1, 1918. An appropriation of \$500.00 was made to meet this salary.

The salary of Henri Tailliant, Instructor in the Department of Romance Languages, was increased from \$1300.00 to \$1500.00 per annum, effective September 1, 1918. An appropriation of \$200.00 was made to meet this salary.

The salary of Callie Veidt, Stenographer in the Agricultural Extension Service, was increased from \$55.00 to \$70.00 per month, effective September 1, 1918, said increase to be paid from Smith-Lever Funds in Project No. 4.

The salary of Clara Weishaupt, Stenographer in the Department of Agricultural Education, was increased from \$65.00 to \$70.00 per month, effective September 1, 1918, said salary to be paid from Smith-Hughes Fund.

The salary of Marguerite Mitchell, Library Assistant, was increased from \$1080.00 to \$1200.00 per annum, effective October 1, 1918. An appropriation of \$90.00 was made to meet this increase.

The salary of Alice D. McKee, Cataloguer in the Library, was increased from \$1080.00 to \$1200.00 per annum, effective October 1, 1918. An appropriation of \$90.00 was made to meet this increase.

Lena Bumpas was transferred from the position of Instructor in Home Economics in the Agricultural Extension Service to the position of Assistant State Leader in charge of Home Demonstration Agents, effective September 1, 1918, and her salary increased as follows: \$150.00 per month to be paid from U. S. D. A. War Emergency Funds; \$16.66 per month from Smith-Lever Funds, to be charged to Project 11 in the Extension budget.

The salary of C. D. Looker, Assistant in the Department of Chemistry, was increased from \$700.00 to \$1200.00 per annum and his title was made Instructor, effective September 1, 1918. An appropriation of \$500.00 was made to meet this salary.

The salary of Elizabeth Park, Graduate Assistant in the Department of Chemistry, was increased from \$300.00 to \$700.00 per annum and her title was made Assistant, effective September 1, 1918. An appropriation of \$400.00 was made to meet this salary.

The salary of W. H. Williams, Student Assistant in the Department of Chemistry, was increased from \$300.00 to \$600.00 per annum and his title was made Assistant, effective September 1, 1918. An appropriation of \$300.00 was made to meet this salary.

The salary of Jesse E. Day, Assistant Professor in the Department of Chemistry, was increased from \$1800.00 to \$2000.00 per annum, effective September 1, 1918. An appropriation of \$200.00 was made to meet this salary.

The salary of H. B. Adkins, Instructor in the Department of Chemistry, was increased from \$1600.00 to \$1800.00 per annum, effective September 1, 1918. An appropriation of \$200.00 was made to meet this salary.

The salary of Marion Hollingsworth, Instructor in the Department of Chemistry, was increased from \$1600.00 to \$1800.00 per annum, effective September 1, 1918. An appropriation of \$200.00 was made to meet this salary.

The salary of Melvin G. Mellon, Instructor in the Department of Chemistry, was increased from \$1200.00 to \$1500.00 per annum, effective September 1, 1918. An appropriation of \$300.00 was made to meet this salary.

The salary of F. C. Vilbrandt, Instructor in the Department of Chemistry, was increased from \$1200.00 to \$1500.00 per annum, effective September 1, 1918. An appropriation of \$300.00 was made to meet this salary.

4. Upon the recommendation of the Acting President, the following leaves of absence were granted:

H. F. Walradt, Assistant Professor in the Department of Economics and Sociology, was granted leave of absence, effective Septem-

ber 1, 1918. The appropriation of \$2200.00 for this salary was cancelled.

Mr. Walradt is in the service of the U. S. Government on the War Trade Board.

Marian Tinsley Godman, Stenographer, Graduate School and Summer Session, was granted leave of absence, effective September 1, 1918. The balance of \$700.00 remaining in the appropriation for this salary was cancelled.

E. E. Somermeier, Professor in the Department of Metallurgy, was given leave of absence, with salary, effective September 1, 1918.

O. C. Lockhart, Professor in the Department of Economics and Sociology, was granted leave of absence, effective September 1, 1918. The appropriation of \$3000.00 for this salary was cancelled.

Wilmer C. Harris, Assistant Professor in the Department of European History, was granted leave of absence, effective September 1, 1918. The appropriation of \$1800.00 for this salary was cancelled. Mr. Harris is attending the Officers' Reserve Training Camp.

In accordance with the action of the Board of Trustees at its meeting August 6, 1918, an honorarium of \$105.00 was authorized for Miss Isabel Colmery for services rendered as Acting House Superintendent of Oxley Hall during the absence of Miss Matthews.

The Acting Secretary was directed to renew the lease on the Nurses' Home at 1630 Neil Avenue, for the period of one year from September 1, 1918, at a rental of \$45.00 per month, payable quarterly.

Acting President Adams reported the death of Mr. Sidney A. Norton, Emeritus Professor of Chemistry, which occurred August 30, 1918. Mr. Norton came to the University in 1873 as Professor of Chemistry; he was appointed Lecturer in 1895 and elected Emeritus Professor in 1899 in which capacity he served until his death.

Acting President Adams presented the following plan for housing and messing the Students' Army Training Corps at The Ohio State University:

HOUSING

It is proposed to house the S. A. T. C. students on the campus as follows:

Hayes Hall.....	500
Armory	400
Barracks	350
Shops Building.....	200
Page Hall.....	300
Total capacity.....	1750

In order to provide for the above housing arrangements it has been agreed to make the following necessary changes:

Hayes Hall

1. Install additional urinals
 2. Install new floor and change wiring
 3. Install fire escapes
- The total estimate of the above is \$3500.00.

Armory

Nothing

Barracks

Nothing

Shops

Nothing

Page Hall

Plumbing, etc.
40 lavatories
8 showers
14 water closets
1 12-foot urinal trough
1 300J Rudd heater and tank
Total estimated cost of the above is \$2400.00.

For the medical and dental students:

It is proposed to rent in the Railway Y. M. C. A. in sufficient numbers to provide capacity for eighty to ninety students. For this purpose a price of 20 cents per man per day has been received.

It is proposed to house the dental students, about seventy in number, in the Park Street Building, first floor, north end.

To properly house these men in the Park Street Building, will require additional plumbing to cost approximately \$400.00.

MESS

It is proposed to mess the S. A. T. C. students living on the campus in the Ohio Union and the Aeronautical Laboratory Building:

The Ohio Union will seat	450
The Aeronautical Laboratory will seat	800

It is considered that it may be advisable later to feed all the S. A. T. C. students on the campus in the Aeronautical Laboratory, in two sittings.

To establish the mess in the Aeronautical Laboratory, the following changes and equipment are required:

1. Remove partitions north end, first floor.
2. Install complete kitchen equipment in the south-west room and use the south-east room for storage.

The estimated cost of equipment for the kitchen, including tables, dishes, refrigerators, as well as kitchen equipment and cooking utensils is \$9500.00.

Additional plumbing and changes to buildings, to accommodate the kitchen, \$1,000.00.

The mess for the medical and dental students will be supplied at the dining room of the Railway Y. M. C. A., at a price to the University of 80 cents per man per day.

The above changes and equipment will summarize as follows:

Mess Hall Equipment . . .	\$9500.00
Mess Hall Building Changes .	1000.00
Hayes Hall Changes	3500.00
Page Hall Changes	2400.00
Park Street Building	400.00
	<hr/>
	\$16,800.00

The above plan was approved, subject to the approval of the District Inspector. If said plan is approved by the District Inspector, the Secretary is hereby authorized to sign the same on behalf of the University and to proceed to install the work covering the changes as detailed above.

The Acting Secretary was authorized to sign an agreement with the Railway Y. M. C. A. for housing students at 20 cents per man per day. He was also authorized to sign a contract with Mason's Cafeteria, 16 West Goodale Street, for messing the medical and dental students at 80 cents per man per day.

The Acting Secretary was also directed to make the necessary arrangements with the Ohio Union for messing the S. A. T. C. students on the campus, following out the above proposed outline in so far as practicable.

All of the above to be paid from S. A. T. C. Funds from the U. S. Government.

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Upon the recommendation of Acting President Adams, the Acting Secretary and Business Manager was directed to refund the incidental fee of \$15.00 to all students inducted into the Students' Army Training Corps.

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The leave of absence granted to the Secretary and Business Manager, at the August meeting of the Board was extended.

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Thereupon the Board adjourned.

Attest: CARL E. STEEB,

Secretary.

BENJ. F. McCANN,

Chairman.

OFFICE OF THE BOARD OF TRUSTEES
THE OHIO STATE UNIVERSITY

COLUMBUS, OHIO, NOVEMBER 26, 1918.

The Board of Trustees met at the University, pursuant to the call of the Chairman.

Present: Benjamin F. McCann, Chairman; John F. Cunningham,
O. E. Bradfute and C. F. Kettering.

* * * * *

Mrs. Alexis Cope, Administratrix of the estate of Captain Alexis Cope, deceased, presented the following applications for deeds and, on motion, the Chairman of the Board was directed to execute the same:

Application 1886-1496 of Emma C. McKibben et al for 79 acres of land in Survey No. 415, in Clermont County.

Application 1887-1497 of John Juengling for 80.5 acres of land—74.5 acres in Survey No. 415 and 6 acres in Survey No. 1197, in Clermont County.

Application 1888-1498 of C. A. Lanham for 100.10 acres of land in Survey No. 1102, in Clermont County.

Application 1889-1499 of John W. Hauserman for 240.98 acres of land in Survey No. 261, in Clermont County.

Application 1890-1500 of Sherman M. Hausermann and Pauline Hausermann for 166.36 acres of land in Survey No. 437, in Clermont County.

Application 1891-1501 of N. E. Watson et ux for 116.12 acres of land in Survey No. 1102, in Clermont County.

Application 1892-1502 of Fred Caldwell for 59.63 acres of land in Survey No. 1102, in Clermont County.

Application 1893-1503 of J. W. Gardner and Etta Gardner for 100 acres of land in Survey No. 1102, in Clermont County.

Application 1894-1504 of Otis Myers for 39.57 acres of land—38.67 acres in Survey No. 1669 and .9 acres in Survey No. 1656, in Clermont County.

Application 1895-1505 of Maude B. Nichols for 124.90 acres of land in Survey No. 1102, in Clermont County.

Application 1896-1506 of Thomas Swearingen for 37.37 acres of land in Survey No. 15391-15450, in Scioto County.

Application 1897-1507 of Cordelia Trump for 52.40 acres of land in Survey No. 1102, in Clermont County.

Application 1898-1508 of Samuel G. Garvin for 15.70 acres of land in Survey No. 508, in Scioto County.

Application 1899-1509 of John W. Crosswell for 157 acres of land—147 acres in Survey No. 1669 and 10 acres in Survey No. 1656, in Clermont County.

Application 1900-1510 of Beulah V. Adams for 74 acres of land in Survey No. 1102, in Clermont County.

Application 1901-1511 of E. T. Housh for 193.83 acres of land in Survey No. 1064, in Clermont County.

Application 1902-1512 of A. L. McFadden for 79.50 acres of land in Survey No. 1659, in Brown County.

Application 1903-1513 of Charles E. and Sophia Bauer for 39.60 acres of land in Survey No. 400, in Brown County.

Application 1904-1514 of Worth Love for 142.09 acres of land—90.09 acres in Survey No. 1662 and 52 acres in Survey No. 1659, in Brown County.

Application 1905-1515 of Jannie Weiss for 160.37 acres of land in Survey No. 437, in Clermont County.

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Upon the recommendation of the President, the following appointments were made and the necessary amounts were appropriated to meet the salaries in accordance with the general rule:

Paul B. Shawen, Student Assistant in the Department of Engineering Drawing, vice R. K. Annis, resigned, effective September 1, at a salary of \$300.00 per annum, and this amount was appropriated to meet the salary.

Lois Lampe, Student Assistant in the Department of Botany, effective September 1, at a salary of \$200.00 per annum, and this amount was appropriated to meet the salary.

Eunice O. Root, Student in the Department of Botany, effective September 1, at a salary of \$200.00 per annum, and this amount was appropriated to meet the salary.

Mary E. Wurdack, Student Assistant in the Department of Botany, effective September 1, at a salary of \$200.00 per annum, and this amount was appropriated to meet the salary.

Gladys H. Grim, Student Assistant in the Department of Botany, effective September 1, at a salary of \$200.00 per annum, and this amount was appropriated to meet the salary.

The position of Graduate Assistant at \$300.00 and the three positions of Student Assistants at \$150.00 each in the Department of Botany have been dropped and \$750.00 was cancelled.

Adonis G. Cashbaugh, Supervisor of Anesthetics, Homeopathic Hospital, effective September 1, at a salary of \$300.00 per annum, and this amount was appropriated to meet the salary.

The position of Assistant in Homeopathic Hospital has been dropped and \$300.00 has been cancelled.

Max W. Haverman, Pharmacist and Dispenser, State Street Dispensary, effective September 1, at a salary of \$25.00 per annum, as provided in the budget.

Wilma Balduf, part time Assistant in the Department of Zoology and Entomology, vice J. L. Benbow, effective October 1 at a salary of \$300.00 per annum and \$270.00 was appropriated to meet the salary.

Roy D. Kauffman, Instructor in the Department of Agricultural Education, effective October 1st at a salary of \$1800.00 per annum. This salary is to be paid from the Smith-Hughes Fund.

Franklin H. Pennell, Student Assistant in the Department of Physiology, Physiological Chemistry and Pharmacology, effective September 1 at a salary of \$300.00 per annum and this amount was appropriated to meet the salary.

George Washburne, Acting Professor in the Department of European History, vice Wilmer C. Harris, on leave, effective October 1

at a salary of \$2000.00 per annum and \$1800.00 was appropriated to meet the salary.

Samuel B. Folk, part time Assistant in the Department of Astronomy, effective October 11 at a salary of \$100.00 per month and \$866.67 was appropriated to meet the salary.

Alpha J. Will, Assistant in the Department of Chemistry, effective October 1 at a salary of \$60.00 per month and \$540.00 was appropriated to meet the salary.

Jennie C. Fisher, Assistant in the Department of Chemistry, effective October 1 at a salary of \$600.00 per annum and \$540.00 was appropriated to meet the salary.

Mary Hedges, Student Assistant in the Department of Chemistry, effective October 1 at a salary of \$30.00 per month and \$270.00 was appropriated to meet the salary.

Harvey S. Huston, Student Assistant in the Department of Chemistry, effective October 1 at a salary of \$30.00 per month and \$270.00 was appropriated to meet the salary.

Harrison McJohnston, Instructor in the Department of Economics and Sociology, effective October 1 at a salary of \$1200.00 per annum and \$1080.00 was appropriated to meet the salary.

Webster M. Baker, Student Assistant in the Prosthetic Laboratory, College of Dentistry, effective September 1 at a salary of \$100.00 per annum as provided in the budget.

F. W. Watson, Student Assistant in the Department of Obstetrics, effective September 1 at a salary of \$150.00 per annum and that amount was appropriated to meet the salary.

J. W. Wilce, Student Assistant in the Department of Obstetrics, effective September 1 at a salary of \$150.00 per annum and that amount was appropriated to meet the salary.

Clara Weishaupt, Stenographer in the Department of Agricultural Education, effective July 1. Miss Weishaupt served from July 1 to September 1 at a salary of \$65.00 per month, at which time her salary was increased to \$70.00 per month. This salary is to be paid from the Smith-Hughes Fund.

John F. Cain, Orderly, Homeopathic Clinic. Mr. Cain was appointed July 6 and served until August 30 at a salary of \$25.00 per month.

Ethel Snyder, Stenographer in the office of the College of Arts, effective September 5 at a salary of \$70.00 per month and \$689.23 was appropriated to meet the salary.

Josephine Hamblin, Stenographer in the Department of Botany, effective September 1 at a salary of \$70.00 per month and \$700.00 was appropriated to meet the salary.

Sarah Boatman, Stenographer in the office of the Dean of Women, effective September 1 at a salary of \$70.00 per month and \$700.00 was appropriated to meet the salary.

Kathleen McManigal, Chartmaker in the Agricultural Extension Service, effective August 5 at a salary of \$65.00 per month, the salary to be paid from Smith-Lever Funds in Project No. 1.

George F. Rodocker, Job Pressman in the Department of Journalism-Printing, effective October 1 at a salary of \$95.83 per month.

Margaret V. Vallery, Clerk, Stores and Receiving Department, effective November 1 at a salary of \$65.00 per month.

Benton Thomas, Swine Herdsman in the Department of Animal Husbandry, effective October 1 at a salary of \$85.00 per month and \$765.00 was appropriated to meet the salary.

The position of Swine Herdsman in the Department of Animal Husbandry at \$1080.00 was cancelled.

Ralph Sponsler, Assistant Herdsman in the Department of Animal Husbandry, effective October 1 at a salary of \$75.00 per month and \$675.00 was appropriated to meet the salary.

The position of Assistant Herdsman in the Department of Animal Husbandry at \$960.00 was cancelled.

Charles DeKalb, Printer in the Department of Journalism-Printing at a salary of \$117.00 per month, effective October 1 and continuing throughout the school year.

Chester Davis, Linotype Operator, Department of Journalism-Printing at a salary of \$117.00 per month, effective October 1 and continuing throughout the school year.

Robert J. Sim, Assistant in the Department of Botany at a salary of \$50.00 per month, effective November 1 and continuing until March 1, and \$200.00 was appropriated to meet the salary.

R. B. Tallman, Student Assistant in the Department of Astronomy at a salary of \$30.00 per month, effective September 17 and continuing until October 8 and \$22.00 was appropriated to meet the salary.

J. E. Kimbaugh, Janitor, effective November 1 at a salary of \$900.00 per annum, and \$600.00 was appropriated to meet the salary.

W. J. Baker, Fireman, effective November 1 at a salary of \$1000.00 per annum and continuing until November 21 and \$80.00 was appropriated to meet the salary.

T. Scott, Ashman, effective November 1 at a salary of \$900.00 per annum and \$600.00 was appropriated to meet the salary.

Thomas D. Phillips, Assistant Professor in Rural Economics in the Agricultural Extension Service, effective July 1 at a salary of \$2208.00 per annum, the salary to be paid as follows on a monthly basis:

U. S. D. A. Funds.....	\$150.00
State Offsetting Funds.....	34.00
	<hr/>
	\$184.00

It is recommended that Mr. Phillips be paid from State Offsetting Funds in Project No. 8 in the Extension Budget.

Walter Holdson, Instructor in the Department of Dairying in the Agricultural Extension Service, effective October 1, at a salary of \$1600.00 per annum, the salary to be paid from Smith-Lever Funds in Project No. 7 in the Extension Budget.

Nan R. Sharples, Assistant State Home Demonstration Agent in the Agricultural Extension Service, effective October 16, at a salary of \$1900.00 per annum, the salary to be paid as follows on a monthly basis:

U. S. D. A. Funds.....	\$140.00
Smith-Lever Funds	18.33
	<hr/>
	\$158.33

The \$18.33 per month of Smith-Lever Funds may be charged to Project No. 11 in the Extension Budget.

Ettie L. Waid, County Home Demonstration Agent in the Agricultural Extension Service, effective October 1, at a salary of \$1320.00 per annum, vice Josephine Davis. It is recommended that Miss Waid's salary be paid as follows on a monthly basis:

U. S. D. A. Funds.....	\$100.00
Smith-Lever Funds	10.00
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	\$110.00

The \$10.00 per month of Smith-Lever Funds may be charged to Project No. 11 in the Extension Budget.

Janet C. Ward, Home Demonstration Agent in the Agricultural Extension Service, effective October 1, at a salary of \$1620.00 per annum, the salary to be paid as follows on a monthly basis:

U. S. D. A. Emergency Funds.....	\$120.00
Smith-Lever Funds	15.00
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	\$135.00

The \$15.00 per month of Smith-Lever Funds may be charged to Project No. 11 in the Extension Budget.

Bertha G. Dunn, Assistant County Home Demonstration Agent in the Agricultural Extension Service, effective October 16, at a salary of \$1320.00 per annum, the salary to be paid as follows on a monthly basis:

U. S. D. A. Emergency Funds.....	\$100.00
Smith-Lever Funds	10.00
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	\$110.00

The \$10.00 per month of Smith-Lever Funds may be charged to Project No. 11 in the Extension Budget.

Mrs. Gertrude Day, Assistant County Home Demonstration Agent in the Agricultural Extension Service, effective October 16, at a salary of \$1320.00 per annum, the salary to be paid as follows on a monthly basis:

U. S. D. A. Emergency Funds.....	\$100.00
Smith-Lever Funds	10.00
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	\$110.00

The \$10.00 per month of Smith-Lever Funds may be charged to Project No. 11 in the Extension Budget.

Ethel Lehman, Assistant County Home Demonstration Agent in the Agricultural Extension Service, effective October 16, at a salary of \$1320.00 per annum, the salary to be paid as follows on a monthly basis:

U. S. D. A. Emergency Funds.....	\$100.00
Smith-Lever Funds	10.00
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	\$110.00

The \$10.00 per month of Smith-Lever Funds may be charged to Project No. 11 in the Extension Budget.

Edwin Spencer, Assistant Farm Management Demonstrator in the Agricultural Extension Service, effective November 15, at a salary of \$1800.00 per annum, the salary to be paid from Smith-Lever Funds in Project No. 8.

Mrs. Adelaide V. Scott, Assistant in Home Economics in the Agricultural Extension Service, effective November 16, at a salary of \$1200.00 per annum, the salary to be paid from State Offsetting Funds in Project No. 6 in the Extension Budget.

Jane Porter, Student Stenographer in the office of the Graduate School (part time), effective November 1, at a salary of \$30.00 per month, and \$240.00 was appropriated to meet the salary.

Edna Marie Rogers, Assistant to the Registrar, effective November 15, at a salary of \$70.00 per month, and \$527.69 was appropriated to meet the salary.

Thomas J. Donohoe, Assistant Mechanician in the Department of Electrical Engineering, effective November 18, at a salary of \$25.00 per month (part time), and \$185.83 was appropriated to meet the salary.

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The following appointments are provisional and as such are subject to the regulations of the State Civil Service Commission:

Mary Egan, Stenographer in the office of the Clinton County Agricultural Agent, effective July 15, at a salary of \$36.00 per month. It is also recommended that Miss Egan's salary be increased to \$45.00 per month, effective November 1, and that this salary be paid from Clinton County Funds in Project No. 2 in the Extension Budget.

Ruth A. Whitehill, Secretary to the War Records Committee, effective September 1, at a salary of \$70.00 per month, and continuing until November 15. On November 15 she was transferred to the position of Assistant to the Registrar. In the former case \$665.00 was cancelled and in the latter case \$525.00 was appropriated.

Alberta Markey, Stenographer in the Agricultural Extension Service, effective June 1, at a salary of \$20 per month.

Florence E. Mowen, Stenographer in the office of the Champaign County Agricultural Agent, effective August 1, at a salary of \$26.00 per month, the salary to be paid from Champaign County Funds in Project No. 2 in the Extension Budget.

Mary L. Davis, Stenographer in the office of the Greene County Agricultural Agent, effective July 15, at a salary of \$40.00 per month, the salary to be paid from Greene County Funds in Project No. 2 in the Extension Budget.

Marjorie Dean, Assistant to the Registrar, effective September 1, at a salary of \$70.00 per month, and \$700.00 was appropriated to meet the salary.

Benjamin M. Ford, Veterinary Clinic Clerk, effective September 1, at a salary of \$85.00 per month, and \$850.00 was appropriated to meet the salary.

Mrs. Ora Cramer, Stenographer in the office of the Auglaize County Agricultural Agent, effective August 3, at a salary of \$40.00 per month, the salary to be paid from Auglaize County Funds in Project No. 2 in the Extension Budget.

Margaret Cromwell, Stenographer in the Department of Animal Husbandry in the Agricultural Extension Service, effective October 5, at a salary of \$70.00 per month, vice Mary Clark, resigned. It is recommended that Miss Cromwell's salary be paid from Smith-Lever Funds in Project No. 3-E in the Extension Budget.

Florence Nill, Stenographer in the office of the Lucas County Agricultural Agent, effective October 1, at a salary of \$20.00 per month, the salary to be paid from Lucas County Funds in Project No. 2 in the Extension Budget.

Nannie Ewing, Stenographer in the office of the Columbiana County Agricultural Agent, effective September 1, at a salary of \$20.00 per month, the salary to be paid from Columbiana County Funds in the Extension Budget.

Amy Waugh, Stenographer in the office of the Wood County Agricultural Agent, effective September 1, at a salary of \$25.00 per month, the salary to be paid from Wood County Funds in Project No. 2 in the Extension Budget.

Vileda Weller, Stenographer in the office of the Lorain County Agricultural Agent, effective October 1, at a salary of \$25.00 per month, the salary to be paid from Lorain County Funds in Project No. 2 in the Extension Budget.

Grace Marie Leslie, Clerk-Stenographer, Engineer's Office, effective November 1, at a salary of \$70.00 per month, and \$400.00 was appropriated to meet the salary.

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Upon the recommendation of the President, the following resignations were accepted and the balances, if any, remaining in the various salary appropriations were cancelled in accordance with the general rule:

I. Garnett Barber, Assistant in the Department of Physics, effective September 1, and \$850.00 was cancelled.

C. W. Jarvis, Assistant in the Department of Physics, effective September 1, and \$950.00 was cancelled.

Rena Daily, Maternity and Children's Nurse, Homeopathic Hospital, effective October 31, and \$400.00 was cancelled.

Harry J. Miller, Scholar, effective October 1, and \$225.00 was cancelled.

Clarice S. Hobensack, Scholar, effective October 1, and \$225.00 was cancelled.

Frank W. Watson, Student Assistant in the Department of Physiology, Physiological Chemistry and Pharmacology, effective September 1, and \$125.00 was cancelled.

Helen Davis, Stenographer in the Agricultural Extension Service, effective October 31.

Aloysius Zierhut, Pressman, Department of Journalism-Printing, effective July 15.

George H. Case, Night Watchman, effective July 1, and \$900.00 was cancelled.

Lela Esser, Stenographer in the office of the Auglaize County Agricultural Agent, effective July 31.

Lowell D. Perry, Stenographer in the office of the Fulton County Agricultural Agent, effective August 31.

Mary E. Clark, Stenographer in the Agricultural Extension Department, effective September 7.

Emerson R. Davis, Stenographer, Engineer's Office, effective August 31, and \$750.00 was cancelled.

Lee Vigor, Stenographer, Engineer's Office, effective September 30, and \$585.00 was cancelled.

Kathryn L. Murtha, Stenographer in the Department of Dairying, effective October 2, and \$624.62 was cancelled.

Hannah Jones, Secretary, Farmers' Institute, effective November 30.

Grace White, Stenographer, Dean's Office, College of Law, effective December 1, and \$490.00 was cancelled.

Madge Doney, Stenographer in the office of the Tuscarawas County Agricultural Agent, effective September 30, 1918.

Bertha M. Smith, Stenographer in the office of the Summit County Agricultural Agent, effective September 18.

George H. McGinness, Fireman, effective October 3, and \$801.00 was cancelled.

Frances E. Schlegemilch, Pharmacy Nurse, Homeopathic Hospital, effective October 31, and \$400.00 was cancelled.

Minnette Fritts, Student Clerk, Business Manager's Office, effective October 10, and \$260.00 was cancelled.

A. W. Hayes, County Agricultural Agent, Lorain County, effective June 30.

Josephine Davis, Home Demonstration Agent in the Agricultural Extension Service, effective October 1.

Alice Swisher, Home Demonstration Agent in the Agricultural Extension Service, effective October 1.

Eloise Davison, Home Demonstration Agent in the Agricultural Extension Service, effective September 16.

Herbert Eichhorn, Assistant County Agricultural Agent in the Agricultural Extension Service, effective September 30.

W. L. Hammond, Assistant County Agricultural Agent in the Agricultural Extension Service, effective September 30.

Laotin Bradley, Janitor, effective October 21, and \$600.00 was cancelled.

Frank H. Beck, Electrician, Service Department, effective October 31 and \$933.36 was cancelled.

Andrew Armstrong, Laborer, effective November 1 and \$600.00 was cancelled.

Ruth M. Ford, Stenographer in the President's Office, effective November 8 and \$541.15 was cancelled.

Ernest Rey, Scholar, effective September 1 and \$250.00 was cancelled.

Joseph M. Greenwald, Assistant Mechanician in the Department of Electrical Engineering, effective November 16 and \$373.33 was cancelled.

Jane S. Haskett, Clerk in the Secretary's Office, effective November 30, and \$758.35 was cancelled.

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Upon the recommendation of the President, leaves of absence were granted the following named persons:

Bertha Davis Wells, Stenographer in the Agricultural Extension Service, without salary for the period November 1, 1918 to January 1, 1919.

F. H. Beach, Assistant Professor of Horticulture in the Agricultural Extension Service, effective November 1.

T. D. Phillips, Assistant Professor in the Department of Rural Economics, effective July 1 and \$200.00 was cancelled.

A. A. Case, Instructor in the Department of Industrial Arts effective November 1. Mr. Case is serving in the Motor Transport Corps, Division of Education, and \$1050.00 was cancelled.

A. M. Steinfeld, Assistant Professor in the Department of Surgery and Gynecology, effective September 1 and \$100.00 was cancelled. Dr. Steinfeld is in Military Service.

H. G. Beatty, Instructor in the Department of Ophthalmology and Oto-Laryngology effective October 1, and \$270.00 was cancelled. Dr. Beatty is in Military Service.

H. B. Blakey, Assistant Professor in the Department of Medicine, effective September 1 and \$300.00 was cancelled. Dr. Blakey is in Military Service.

T. R. Williams, Assistant in the Department of Ophthalmology and Oto-Laryngology, effective October 1, and \$180.00 was cancelled. Dr. Williams is in Military Service.

George R. Twiss, Professor in the Department of Principles and Practice of Education, effective October 16 and \$1500.00 was cancelled. Professor Twiss is in Military Service in connection with the work of the Committee on Education and Special Training.

F. C. Blake, Professor in the Department of Physics, effective October 7, and \$2410.83 was cancelled. Professor Blake has accepted an appointment with the Research Department of the Bureau of Aircraft Production.

Martha Beach, Stenographer in the Agricultural Extension Service, effective October 1.

Blanch L. Clark, Stenographer, Dean's Office, College of Homeopathic Medicine, effective December 1, and \$490.00 was cancelled.

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Upon the recommendation of the President, the following increases in salary were approved and the necessary amounts were appropriated to cover such increases.

John S. Ward, Assistant in the Department of Physics, was increased from \$900.00 to \$1200.00 per annum, effective September 1 and \$300.00 was appropriated to meet the increase.

Cecilia Ryan, Stenographer in the Department of Farm Crops, was increased to \$70.00 per month, effective October 1 and \$30.00 was appropriated to meet the increase.

Harry E. Sheppard, Instructor in the Department of Economics and Sociology was increased from \$1400.00 to \$1600.00 per annum, effective September 1 and \$200.00 was appropriated to meet the increase.

George Dillahunt, Assistant Electrician, Service Department, was increased from \$1260.00 to \$1400.00 per annum and his title changed to that of Electrician, effective November 1 and \$93.33 was appropriated to meet the increase.

J. R. Remy, Deliveryman, Stores and Receiving Department, increased from \$80.00 to \$93.00 per month, effective November 1.

George Rodocker, Pressman, Department of Journalism-Printing was increased from \$1150.00 to \$1200.00 per annum, effective November 1.

Charles Pugh, Department of Farm Operations, increased from \$70.00 to \$75.00 per month, effective December 1 and \$35.00 was appropriated to meet the increase.

Marion Peck, Teamster, Department of Farm Operations was increased from \$70.00 to \$75.00 per month, effective December 1 and \$35.00 was appropriated to meet the increase.

J. S. Long, Teamster, Department of Farm Operations was increased from \$70.00 to \$75.00 per month, effective December 1 and \$35.00 was appropriated to meet the increase.

G. W. Landis, Teamster, Department of Farm Operations, was increased from \$70.00 to \$75.00 per month, effective December 1 and \$35.00 was appropriated to meet the increase.

Charles Carter, Laborer, Department of Farm Operations, was increased from \$70.00 to \$75.00 per month, effective December 1 and \$35.00 was appropriated to meet the increase.

Wiley Parker, Laborer, Department of Farm Operations, was increased from \$60.00 to \$65.00 per month, effective December 1 and \$35.00 was appropriated to meet the increase.

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In accordance with the recommendations of the University Faculty at meetings held October 4, 1917 and October 3, 1918, the following named persons were granted the degrees and of the class as indicated.

BACHELOR OF ELECTRICAL ENGINEERING

(As of the Class of 1917.)

Leonard Koh Leon, B.A. (Ohio State University)

DOCTOR OF PHILOSOPHY

(As of the Class of 1918.)

Morgan Glen Louis, M.A.

MASTER OF ARTS

(As of the Class of 1918.)

Raymond Leonard Druhot, B.A.

Jay Gilmore Hickox, B.Sc.

MASTER OF SCIENCE

(As of the Class of 1918.)

Max Kisliuk, B.Sc.

BACHELOR OF SCIENCE IN APPLIED OPTICS

(As of the Class of 1918.)

Rees Ellis

BACHELOR OF SCIENCE IN EDUCATION

(As of the Class of 1918.)

Mildred Irene Bishop

Helen May Bradley

Minnie Gatewood

Earl Fenton Hall

Robert F. Klar

Susanne M. Koehler, B.A.

Vista McDonald

Adelaide Francis Marvell

James Garfield Ralston

Leo F. Schieser

Pearl Graeff Summey, B.A.M.A.

Margaret Isabell Todd

Clara Catherine Wegener

BACHELOR OF ENGINEERING

(As of the Class of 1918.)

Albert Leo Stallkamp

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Upon the recommendation of the President the following changes in title were made:

Harriet V. Sturm, Stenographer in the Business Manager's Office to that of Typist, effective October 1.

Carrie Beach, Stenographer in the Agricultural Extension Service to that of Typist, effective October 1.

Upon the recommendation of the President, D. R. Masters was appointed Janitor, effective October 1 at a salary of \$75.00 per month

and his salary was increased to \$83.00 per month effective November 1 and \$739.00 was appropriated to meet the salary.

Upon the recommendation of the President, Charles E. Findlay, Secretary to the Dean College of Medicine, was reinstated on the University pay roll at a salary of \$1200.00 per annum, effective December 1 and \$700.00 was appropriated to meet the salary. Mr. Findlay, who was granted a leave of absence to enter military service, has been discharged from the United States Naval Hospital for physical disability.

The President reported that Colonel George L. Converse has been relieved of his duties at the University and has been transferred to the position of Regional Military Inspector of the Students' Army Training Corps, effective November 1, and \$1360.00 was cancelled.

The President reported that Captain Edson I. Small has been relieved of his duties at the University, effective December 1, and \$280.00 was cancelled.

Upon the recommendation of the President, Francis W. Coker, Professor in the Department of Political Science, was reinstated on the University pay roll at a salary of \$2750.00 per annum, effective September 1 and \$2750.00 was appropriated to meet the salary.

Upon the recommendation of the President, Sara Priscilla Fulton was named as a graduate of the University Homeopathic Training School for Nurses. Miss Fulton completed the prescribed course in nursing on October 5, 1918. The sum of \$50.00 was cancelled in her salary.

The President reported that the Emergency Board granted to the University the sum of \$46,000.00 for Maintenance C-3 Fuel under date of November 9.

Upon the recommendation of the President, Charles R. Ross was granted a duplicate certificate in Law upon the payment of the usual fee of \$1.00. The original certificate was lost by Mr. Ross while crossing the ocean.

Upon the recommendation of the President, the contract between the Ohio State University and the State Board of Education of Ohio, regarding the training of teachers for trades and industries under the Smith-Hughes Law, was approved. The President and Secretary were directed to sign the contract.

BUDGET FOR TEACHER-TRAINING FOR TRADES AND INDUSTRIES AT THE OHIO STATE UNIVERSITY

(1) For salaries of teachers.....	\$1500.00	
(2) For communication	50.00	
(3) For Printing.....	100.00	
(4) For supplies	75.00	\$1725.00

BUDGET FOR TEACHER-TRAINING FOR TRADES AND INDUSTRIES AT LIMA, OHIO—AN EXTENSION CENTER

(1) For salary of teacher.....	\$ 500.00	
(2) For transportation	600.00	1100.00
Grand total		\$2825.00

The President presented a check for \$1500.00 from Frank A. Vanderlip, of New York, who requested that this money be accepted by the Trustees and set aside as a permanent fund, the income to be used each year for the purchase of books on education, the books to be purchased to be selected by the Dean of the College of Education.

Upon motion, this gift was accepted and the fund was designated as the Frank A. Vanderlip Library on Education Fund. The Secretary was directed to deposit this money in the State Treasury in the Investment Fund of the University.

The Acting Secretary reported that, in accordance with instructions received at the last meeting, arrangements had been made with the Ohio Union, through its Manager, to mess the S. A. T. C. students on the campus under the following terms and conditions:

The Ohio Union is to furnish all supplies, labor, and equipment. The mess is to be served in the Ohio Union, and in the Aero Laboratory. The hours of mess and the menu furnished to be subject at all times to the order and approval of the Military authorities.

The Ohio State University is to pay to the Ohio Union 80 cents per day per man for messing, with no deduction for temporary absences. The University is to provide the necessary additional rooms required in the Aero Laboratory and prepare them ready for use, including sufficient tables for the mess hall. The University is also to locate and set in place such kitchen equipment as shall be furnished by the Ohio Union.

Upon motion, the President was authorized to make necessary adjustments to reinstate the military work as provided under rules of the United States Government applying to land-grant colleges and universities.

Upon the recommendation of the President, the salary of Mrs. George L. Converse, Acting Dean of Women, was made \$200.00 per month, effective September 1, 1918, and \$2000.00 was appropriated to meet the salary.

The University Architect presented the following estimate for extras and deductions on Addition to Lord Hall.

Upon the recommendation of the President, the estimate was approved and ordered paid:

The additions total.....	\$237.38
The deductions total.....	176.50
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	60.88
To which add 15 percent.....	9.13

Balance due \$ 70.01

Upon the recommendation of the President, an additional salary for Professor E. A. Cottrell as Military Agent was fixed at \$100.00 per month, effective November 25, to continue during service in the Students' Army Training Corps, and \$720.00 was appropriated to meet the salary.

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The Board adjourned to meet December 14 at Dayton, Ohio.

Attest: CARL E. STEEB,
Secretary.

BENJ. F. MCCANN,
Chairman.

OFFICE OF THE BOARD OF TRUSTEES
THE OHIO STATE UNIVERSITY

DAYTON, OHIO, DECEMBER 14, 1918.

The Board of Trustees met at the Miami Hotel at 10:00 o'clock, pursuant to the call of the Chairman.

Present: Benjamin F. McCann, O. E. Bradfute, John Kaiser and C. F. Kettering.

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The President presented the Architect's drawing, showing location of proposed livestock buildings west of the Olentangy River, and upon his recommendation the Board approved this plan.

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At 12 o'clock the Board adjourned to the Engineers' Club for luncheon with Governor James M. Cox.

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The Board reassembled at 2 o'clock at the Engineers' Club, with the same members present as at the morning session.

The President was directed to prepare and present to the Budget Commissioner the University legislative budget for the biennium July 1, 1919, to June 30, 1921. His request to include the following buildings: Sheep, Swine, Woman's, Agricultural Engineering and addition to the Chemistry Building.

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The University Architect presented the following extras and deductions on contracts for the new Power House:

Brown Hoisting Machinery Co.....	\$ 300.00
E. H. Lathem—	
Total additions	1301.62
Total deductions	247.48
Balance due	<u>\$1054.14</u>

Upon the recommendation of the President, the estimates were approved and ordered paid.

Upon the recommendation of the President, the following appointments were made and the necessary amounts were appropriated to meet the salaries in accordance with the general rule:

Miss Ruth Brown was appointed Library Assistant at a salary of \$90.00 per month, effective January 1, 1919, and \$540.00 was appropriated for this salary.

Erwin A. Esper was appointed Assistant in the Department of English at a salary of \$75.00 per month, effective December 1, 1918, and \$525.00 was appropriated for this salary.

Miss Helen Bennett was appointed Clerk in the Agricultural Extension Service at a salary of \$45.00 per month, effective November 1, 1918.

Miss Marie C. Kuglen was appointed Stenographer in the Agricultural Extension Service at a salary of \$70.00 per month, effective November 6, 1918.

Miss Florence E. Van Courtright was appointed Stenographer in the Department of Dairying at a salary of \$70.00 per month, effective December 1, 1918, and \$490.00 was appropriated for this salary.

Amos Heffner was appointed Assistant Poultryman in the Department of Animal Husbandry at a salary of \$60.00 per month, effective December 2, 1918, and \$240.00 was appropriated for this salary.

Miss Mary Cook was appointed Clerk in the Agricultural Extension Service at a salary of \$70.00 per month, effective December 16, 1918.

Miss Daisy Davis was appointed Secretary of Farmers' Institute at a salary of \$90.00 per month, effective December 17, 1918.

Miss Tessa Webb was appointed Stenographer in the Agricultural Extension Service at a salary of \$90.00 per month, effective November 16, 1918.

2. In accordance with the recommendation of the University Faculty at a meeting held October 3, 1918, the following named person was granted the degree indicated, as of the class of 1918:

DOCTOR OF DENTAL SURGERY
Dean Martin Leuthner

3. Upon the recommendation of the President, the following men were reinstated:

George R. Twiss, Professor in the Department of Principles and Practice of Education, was reinstated on the University salary roll effective February 1, 1918. Professor Twiss was granted leave of absence to enter military service in connection with work of the Committee on Education and Special Training. The sum of \$1500.00 was appropriated to meet the salary.

J. A. Foust, Instructor in Forging, Industrial Arts Department, was reinstated on the University salary roll, effective January 1, 1919, and \$780.00 was appropriated for this salary. Mr. Foust has been serving in the Ordnance Department.

F. C. Blake, Professor in the Department of Physics, was reinstated on the University salary roll, effective January 1, 1919. Professor Blake has been released from war work in the Aircraft Division of the National Research Council at Washington, D. C. The sum of \$1650.00 was appropriated to meet the salary.

4. Upon the recommendation of the President, the following resignations were accepted and in each case the salary was cancelled in accordance with the general rule:

James O. Mason, Groom, Veterinary Medicine, effective October 31, 1918, the balance of his salary, \$600.00, was cancelled.

Thomas Howard, Ash-wheeler, Service Department, effective September 30, 1918, the balance of his salary, \$675.00, was cancelled.

5. The President recommended that Mrs. Alexis Cope be paid \$7,500.00 for the original manuscript of the History of the University, written by Alexis Cope. On motion, this was approved and ordered paid out of the Interest on Endowment Fund.

Upon the recommendation of the President, Professor T. C. Mendenhall was appointed Editor of the History of the University.

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Thereupon the Board adjourned.

Attest: CARL E. STEEB,
Secretary.

BENJ. F. MCCANN,
Chairman.

OFFICE OF THE BOARD OF TRUSTEES
THE OHIO STATE UNIVERSITY

Columbus, Ohio, February 4, 1919.

The Board of Trustees met at the University at 9 o'clock, pursuant to the call of the Chairman.

Present: Benj. F. McCann, Chairman; J. F. Cunningham, John Kaiser, O. E. Bradfute, Guy W. Mallon.

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Upon the recommendation of the President, the following appointments were made, and the necessary amounts were appropriated to meet the salaries in accordance with the general rule:

College of Agriculture

Name	Title	Date Effective	Annual Salary	Appropriations
Jasper D. Sayre	Research Asst., Dept. of Botany	Dec. 1, 1918	\$1000.00	\$700.00
John Lengacher	Cheese Instructor, Winter Course	For months Jan. and Feb.	150.00 mo.	
Archie Bishop	Instructor Animal Husbandry, Winter Course	For months Jan. and Feb.	150.00 mo.	
Elmer J. Helbig	Instructor, Milk Testing and Butter Making, Winter Course	For months Jan. and Feb.	150.00 mo.	

College of Engineering

Wallace VanEtten	Asst. Mechanician, Dept. Elec. Engineer.	Dec. 1, 1918	25.00 mo.	175.00
Floyd Grant	Asst. Mechanician, Dept. Elec. Engineer.	Dec. 15, 1918	25.00 mo.	162.50
J. Edwin Balmer	Inst. Machine Work, Dept. Industrial Arts	Feb. 1, 1919	1875.00	625.00

College of Homeopathic Medicine

Elizabeth Strickler	Pharmacy Nurse, Homeopathic Hospital	Dec. 1, 1918	720.00	420.00
Marie Brinkmeyer	Student Nurse, Homeopathic Hospital	Sept. 1, 1918	50.00	
Eva Shapely Smith	Student Nurse, Homeopathic Hospital	Sept. 1, 1918	50.00	
Mrs. Iva Meredith	Student Nurse, Homeopathic Hospital	Sept. 1, 1918	50.00	
Wanda Fay Hahn	Student Nurse, Homeopathic Hospital	Sept. 1, 1918	50.00	
Katherine Hannan	Supervisor Maternity and Children's Ward, Homeopathic Hospital	Dec. 29, 1918	720.00	366.00

College of Medicine

R. A. Knouff	Instructor, Dept. of Anatomy	Jan. 1, 1919	1000.00	600.00
Mary H. Oliver	Student Assistant, Dept. of Anatomy	Jan. 1, 1919	300.00	180.00

President's Division

Mrs. Marie Bulkley	Library Assistant	Jan. 1, 1919	600.00	300.00
Grace Oldham	Library Assistant (part time)	Jan. 1, 1919	300.00	150.00
Minnette Y. Fritts	Library Assistant (part time)	Jan. 1, 1919	300.00	150.00
Laura Elden Fredo	Maid, Dept. Physical Educa.	Feb. 1, 1919	540.00	225.00
Katherine Fischer	Instructor, Dept. Physical Educa.	Feb. 1, 1919	1000.00	500.00
T. H. Connell	Student Assistant, Dept. Physical Educa.	Jan. 1, 1919	300.00	300.00

ADMINISTRATIVE

President's Office

Florence Bradford	Stenographer	Dec. 1, 1919	70.00 mo.	70.00
Hazel Lewis	Stenographer	Jan. 1, 1919	840.00	420.00

Business Manager's Office

Marie Bowman	Stenographer	Jan. 27, 1919	900.00	389.42
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Stenographic and Clerical

Eleanor H. Floyd	Stenographer, Home Economics Dept.	Dec. 5, 1918	840.00	481.92
Ruth Speaker	Stenographer, College Homeo. Med.	Dec. 1, 1918	840.00	490.00
Helen V. Pugh	Stenographer, College of Law	Jan. 14, 1919	840.00	393.08

PHYSICAL PLANT DIVISION

Operation and Maintenance

Wm. T. Hedges	Fireman, Service Department	Jan. 1, 1919	1080.00	540.00
Thomas C. Manes	Fireman, Service Department	Jan. 1, 1919	1080.00	540.00

Frank Revels	Fireman, Service Department	Jan. 1, 1919	1080.00	540.00
C. O'Hana	Laborer, Service Department	Jan. 1, 1919	900.00	450.00
E. E. Evans	Asst. Electrician, Service Department	Jan. 1, 1919	1260.00	630.00
Chas. M. Dunbar	Clerk, Engineer's Office	Jan. 1, 1919	1200.00	600.00

Rotary

L. M. Parker	Instructor in Industrial Arts	Jan. 1, 1919	50.00 mo.	
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Agricultural Extension Service

Jean L. Gribble	County Agri. Agent	Dec. 1, 1918	1700.00	
	U. S. D. A.	\$125.00		
	State-Offsetting Project No. 2 (salary)	16.66		
	State-Offsetting Project No. 2 (auto allowance)	41.66		
Mrs. M. H. Current	Home Dem. Agent	Nov. 16, 1918	1620.00	
	U. S. D. A.	\$120.00		
	Smith-Lever Funds Project 11..	15.00		
	U. S. D. A. (auto allowance) ..	33.33		
Faith R. Lanman	Asst. State Leader, Home Dem. Agent	Nov. 16, 1918	2500.00	
	U. S. D. A.	\$190.00		
	Smith-Lever Funds (salary Proj- ect 11)	18.33		
Corrinne Richter	Stenographer	Dec. 4, 1918	840.00	
	(Salary to be paid from not-offsetting funds in Project No. 9.)			

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Upon the recommendation of the President, the following resignations were accepted, and in each case the salary is to be cancelled, in accordance with the general rule:

College of Agriculture

Name	Title	Date Effective	Annual Salary	Cancellations
B. D. Drain	Instructor, Dept. of Horticulture	Jan. 1, 1919		
V. G. Lindamood	Pavilion Groom, Animal Husbandry	Jan. 22, 1919		\$ 320.00
Amos Heffner	Assistant Poultryman, Animal Husbandry	Jan. 11, 1919		158.00
Wiley Parker	Laborer, Farm Operations	Oct. 31, 1918		515.00
Josephine Hamblin	Stenographer, Dept. of Botany	Jan. 31, 1919		350.00

College of Engineering

T. J. Donohoe	Asst. Mechanician, Dept. Elec. Engineer.	Dec. 14, 1919		163.33
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College of Homeopathic Medicine

A. G. Cashbaugh	Supervising Anesthetist, Homeopathic Hospital	Dec. 31, 1918	180.00
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College of Medicine

Guy H. Williams	Instructor, Dept. of Medicine	Jan. 31, 1919	100.00
C. I. Reed	Instructor, Dept. of Physiology	Jan. 31, 1919	
H. H. Yoakum	Student Assistant, Dept. of Anatomy	Jan. 31, 1919	150.00

College of Veterinary Medicine

H. A. Stolpestad	Assistant, Dept. Veterinary Med.	Jan. 31, 1919	600.00
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PHYSICAL PLANT DIVISION

Operation and Maintenance

S. C. Noe	Janitor	Jan. 15, 1919	412.50
W. E. Simpson	Janitor	Dec. 31, 1918	450.00
C. D. Lowry	Laborer, Service Department	Jan. 31, 1919	450.00

Agricultural Extension Service

C. W. Bailey	Asst. County Agricultur- al Agent	Oct. 31, 1918	
Margaret Lawrence	Home Dem. Agent	Nov. 15, 1918	
M. C. Kilpatrick	Instructor in Poultry Husbandry	Feb. 28, 1919	
Helen Mougey	Home Dem. Agent	Nov. 30, 1918	
Dorothy B. Lowe	Instructor in Home Eco- nomics	Jan. 31, 1919	

President's Division

Lola M. Stout	Maid, Dept. Physical Educa.	Dec. 31, 1918	240.00
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The President reported the following recommendations from the University Faculty as to degrees, and upon his recommendation the same were granted as indicated, as of the Class of 1918:

DOCTOR OF PHILOSOPHY

Leon Zelenka Lerando, B.Sc., M.A.

BACHELOR OF ARTS

Richard Simkins
Kedareswar Guha
Fred Clifton Vogelsang

BACHELOR OF SCIENCE IN APPLIED OPTICS

Rees Ellis

DOCTOR OF DENTAL SURGERY

Alton Reeves Hoare

BACHELOR OF CERAMIC ENGINEERING

Ray Thomas Watkins

BACHELOR OF SCIENCE IN EDUCATION

Cloyd Delson Looker

Marion Amy Thomas, B.Sc. in H.E.

BACHELOR OF SCIENCE IN AGRICULTURE

Brant Earley

Robert Ross Caldwell

BACHELOR OF ARCHITECTURAL ENGINEERING

Maurice Fahnestock Smith

MASTER OF SCIENCE

Lily Belle Sefton, B.Sc. (Denison University)

Harold F. Shattuck, B.A. (Lawrence College).

BACHELOR OF SCIENCE

Paul Richard Ensign

BACHELOR OF ENGINEERING

William Frederick Kerber

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The President further recommended the following increases in salary be granted, and that the necessary amounts be appropriated to cover such increases:

College of Engineering

Name	Title	Date Effective	Annual Salary	Appropriations
Jasper O. Draffin	Instructor, Dept. Mechanics	Feb. 1, 1919	\$1500.00	\$ 150.00

President's Division

Mrs. C. A. Hunter	Pianist, Dept. Physical Educa.	Feb. 1, 1919	600.00	150.00
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Agricultural Extension Service

Florence Mowen	Stenographer, Champaign Co. Agricultural Agent	Nov. 1, 1918	\$26.00 to \$40.00 mo.	
Ethel M. Cadley	Assistant	Jan. 1, 1919	\$1500.00 from \$1300.00 (Increase to be paid from Smith-Lever Funds in Project No. 1.)	

It was further recommended by the President that the following named persons, having returned from Service, be reinstated on the University salary roll:

College of Agriculture

Name	Title	Date Effective	Annual Salary	Appropriations
T. G. Phillips	Asst. Professor, Dept. Ag. Chemistry Service: Food Adminis- tration of Ohio	Jan. 1, 1919	\$1800.00	\$1080.00
Paul B. Sears	Instructor, Dept. of Botany Service: Military leave	Jan. 1, 1919	1400.00	640.00

College of Arts

H. R. Spencer	Professor, Dept. Political Science Service: Y. M. C. A. in Italy	Jan. 1, 1919	2750.00	1650.00
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Wilmer C. Harris	Asst. Professor, Dept. European Hist. Service: Officers' Reserve Training Camp	Jan. 1, 1919	1800.00	1080.00
<i>College of Engineering</i>				
W. L. Evans	Professor, Dept. of Chemistry Service: U. S. Govern- ment, Washington, D.C.	Jan. 1, 1919	3500.00	2100.00
D. J. Demorest	Professor, Dept. of Metallurgy Service: Military leave	Feb. 1, 1919	2750.00	1375.00
W. C. Ronan	Instructor, Dept. of Architecture Service: Drafted	Jan. 1, 1919	1500.00	900.00
<i>College of Education</i>				
E. O. Christensen	Instructor, Dept. of Art Service: Military leave	Jan. 1, 1919	1300.00	780.00
J. W. Bridges	Asst. Professor, Dept. of Psychology Service: Committee on Education, U. S.	Jan. 1, 1919	2100.00	1260.00
<i>College of Commerce and Journalism</i>				
C. O. Ruggles	Professor, Dept. of Ec. and Soci. Service: U. S. Shipping Board	Jan. 1, 1919	3000.00	1560.00
<i>College of Medicine</i>				
J. R. Warren	Asst. Professor, Dept. of Anatomy Service: Military leave	Jan. 1, 1919	2000.00	1200.00
<i>College of Veterinary Medicine</i>				
F. A. Lambert	Asst. Professor, Dept. Veterinary Med. Service: Assigned to duty in Veterinary Reserve Corps, National Army	Feb. 1, 1919	2100.00	1050.00
<i>Administrative</i>				
C. E. Steeb	Business Manager O.S.U., Sec. Board of Trustees Service: Quartermaster's Dept., Washington, D.C.	Dec. 15, 1919	5000.00	
*	*	*	*	*

The President further recommended that leaves of absence be granted as follows:

College of Agriculture

Name	Title	Date Effective	Annual Salary	Cancellations
Robert Griggs	Professor, Dept. of Botany	Feb. 1, 1919	\$1500.00	\$ 250.00
Bernice Blue	Stenographer, Dean's office, College of Agri.	Jan. 1, 1919		420.00

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The President further recommended that J. E. Briggs be granted remittance of all fees, not including deposits, for the second semester, account of Mexican Border Service.

* * * * *

The President reported that upon his request, Professor Clyde T. Morris had prepared preliminary sketches and estimate of cost for a combined railroad and wagon bridge over the Olentangy River, to take the place of the railroad bridge now standing. The new bridge is required because of the fact that the County Commissioners are building a new concrete bridge over Lane Avenue, which necessitates the lengthening of the Ohio State University bridge.

The estimated cost of the bridge as designed by Professor Morris was \$95,000.00, and if prison labor is used, \$85,000.00.

On motion, the President and Secretary were directed to present these sketches to the finance committee with the request that an appropriation be made in the supplementary appropriation bill to cover this proposed bridge.

* * * * *

The President presented the following budget for the Summer Session, with the recommendation that this budget be adopted, subject to the action of the General Assembly in appropriating the necessary funds, and with the distinct understanding that the University assumes no financial obligation in case the General Assembly shall fail to appropriate the necessary amount:

THE OHIO STATE UNIVERSITY

BUDGET REPORT—SUMMER SESSION

January 31, 1919

AMERICAN HISTORY

A. M. Schlesinger	Professor	\$ 500.00
C. Wittke	Instructor	300.00

ANATOMY

F. L. Landacre	Professor	600.00
R. C. Baker	Instructor	260.00

ART

C. F. Kelly	Professor	550.00
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BACTERIOLOGY

W. A. Starin	Professor	500.00
Assistant		300.00

BOTANY

E. N. Transeau	Professor	600.00
H. C. Sampson	Instructor	360.00

CHEMISTRY		
W. L. Evans	Professor	600.00
J. R. Withrow	Professor	600.00
C. E. Boord	Assistant Professor	400.00
J. E. Day	Assistant Professor	400.00
Assistants		420.00
ECONOMICS AND SOCIOLOGY		
C. C. Huntington	Professor	550.00
C. O. Ruggles	Professor	600.00
R. D. McKenzie	Instructor	320.00
Assistants		530.00
ENGINEERING DRAWING		
R. Meiklejohn	Assistant Professor	400.00
O. E. Williams	Assistant Professor	360.00
W. B. Fields	Instructor	280.00
ENGLISH		
J. V. Denney	Professor	600.00
J. R. Taylor	Professor	600.00
W. L. Graves	Professor	500.00
L. A. Cooper	Assistant Professor	400.00
E. L. Beck	Assistant Professor	400.00
C. G. Dishong	Instructor	300.00
EUROPEAN HISTORY		
W. A. Allison	Professor (Colgate Univ.)..	600.00
G. A. Washburne	Acting Assistant Professor.	400.00
GERMAN		
Felix E. Held	Associate Professor	340.00
	(Miami University)	
HISTORY OF EDUCATION		
L. F. Anderson	Professor	600.00
JOURNALISM		
J. S. Myers	Professor	600.00
LATIN		
W. S. Elden	Professor	500.00
MATHEMATICS		
R. D. Bohannon	Professor	600.00
H. W. Kuhn	Professor	550.00
C. C. Morris	Professor	400.00
MECHANICS		
E. F. Coddington	Professor	400.00
MUSIC		
W. W. Campbell	Director, Westminster	
	College	500.00
Miss Mary Douthett	Westminster College,	
	N. W., Pa.	200.00
Mrs. F. G. Crowley	Assistant Supervisor of	
	Music, Columbus	100.00
PHILOSOPHY		
J. A. Leighton	Professor	600.00

PHYSICAL EDUCATION		
J. W. Wilce	Professor	500.00
G. M. Trautman	Assistant Professor	400.00
Edith S. Moodie	Columbus School for Girls..	350.00
Assistants		450.00
PHYSICS		
R. F. Earhart	Professor	550.00
F. C. Blake	Professor	550.00
J. H. Service	Instructor	300.00
PHYSIOLOGY		
A. M. Bleile	Professor	600.00
POLITICAL SCIENCE		
H. R. Spencer	Professor	550.00
PRINCIPLES OF EDUCATION		
	400.00
PSYCHOLOGY		
R. Pintner	Professor	550.00
J. W. Bridges	Professor	400.00
E. Culler	Instructor	300.00
Miss A. Sophie Rogers	Instructor	280.00
ROMANCE LANGUAGES		
	Professor	600.00
E. S. Ingraham	Professor	550.00
W. S. Elden	Professor	
T. E. Hamilton	Assistant Professor	360.00
S. Gutierrez	Instructor	300.00
H. Tailliar	Instructor	300.00
SCHOOL ADMINISTRATION		
S. W. Brown	Professor	550.00
G. C. Robinson	Professor	550.00
	Washington State College	
J. Leslie Purdom	Professor, U. of Arkansas..	500.00
ZOOLOGY		
W. J. Kostir	Instructor	340.00
Mary K. Strange	Assistant	150.00
DIRECTOR		
M. B. Evans	Professor	750.00
Grand Total.....		\$29,800.00

The recommendation of the President was agreed to, and the budget was adopted with the above proviso, and the Secretary was directed to notify all persons named in the budget and the Dean of the Summer Session of said action.

* * * * *

Because of the fact that the United States Department of Agriculture could not pay War Emergency Funds to any man in County Agent work for whom an affidavit had been filed by the Secretary

of Agriculture for deferred classification, the following amendment to the Budget for Project No. 2, "County Agents," effective as of December 1, 1919, was adopted:

PROJECT No. 2—COUNTY AGENTS

"Amendment to budget effective December 1, 1918. Change made necessary by provision of Emergency Food Production Act passed by Congress, which prohibits the payment of emergency funds to any person for whom an affidavit for deferred classification was filed by the Secretary of Agriculture.

	Smith-Lever		State not Offsetting	U. S. D. A.	
	Federal	State		Regular	Emergency
O. M. Johnson, salary.....					\$3,108.00
Expenses					800.00
A. E. Anderson, salary.....					3,000.00
Expenses					800.00
W. W. Brownfield, salary.....		\$ 900.00		\$1,500.00	
Expenses	\$ 800.00				
R. D. Long, salary.....		1,000.00		1,500.00	
Expenses	800.00				
C. A. Mahán, salary.....	1,000.00			1,500.00	
Expenses	800.00				
G. R. Eastwood, salary.....					2,400.00
Expenses					800.00
S. L. Sanderson, salary.....			\$ 204.00		1,596.00
Travel in county.....			500.00		
H. L. Andrews, salary.....		100.00	200.00	1,500.00	
Travel in county.....			500.00		
M. H. Bartter, salary.....					2,100.00
Travel in county.....		500.00			
E. E. Barnes, salary.....		700.00	200.00	900.00	
Travel in county.....			500.00		
E. A. Brenneman, salary.....			804.00		1,596.00
Travel in county.....			500.00		
C. F. Class, salary.....		200.00			1,800.00
Travel in county.....		500.00			
R. A. Cave, salary.....			404.00		1,596.00
Travel in county.....			500.00		
F. S. DeLashmutt, salary.....		400.00	300.00	1,200.00	
Travel in county.....			500.00		
R. F. Donnon, salary.....		400.00	500.00		
Travel in county.....			500.00		
L. M. Evans, salary.....			204.00		1,596.00
Travel in county.....			500.00		
E. H. Faulkner, salary.....		800.00		1,200.00	
Travel in county.....			500.00		
C. G. Fieldner, salary.....			504.00		1,596.00
Travel in county.....			500.00		
T. B. Foster, salary.....			400.00		1,800.00
Travel in county.....			500.00		
W. F. Gahm, salary.....		100.00	200.00	1,500.00	
Travel in county.....			500.00		
Paul Gerlaugh, salary.....		700.00	800.00	900.00	

	Smith-Lever		State not Offsetting	U. S. D. A.	
	Federal	State		Regular	Emergency
Travel in county.....			500.00		
J. C. Hedge, salary.....		800.00	500.00	800.00	
Travel in county.....			500.00		
E. C. Hibbs, salary.....			504.00		1,596.00
Travel in county.....			500.00		
W. J. Hendrix, salary.....			520.00		1,680.00
Travel in county.....			500.00		
Karl Hirn, salary.....			404.00		1,596.00
Travel in county.....			500.00		
M. B. Johnson, salary.....			204.00		1,596.00
Travel in county.....			500.00		
R. W. Jordan, salary.....			604.00		1,596.00
Travel in county.....			500.00		
F. G. Ketner, salary.....	4.00				2,196.00
Travel in county.....		500.00			
M. E. Laird, salary.....			404.00		1,596.00
Travel in county.....			500.00		
H. A. Lehman, salary.....	8.00				1,992.00
Travel in county.....		500.00			
C. L. Long, salary.....		700.00	400.00	900.00	
Travel in county.....			500.00		
W. E. McCoy, salary.....		700.00	900.00	900.00	
Travel in county.....			500.00		
M. D. Miller, salary.....			404.00		1,596.00
Travel in county.....			500.00		
L. L. Mowls, salary.....			504.00		1,596.00
Travel in county.....			500.00		
R. W. Munger, salary.....			404.00		1,596.00
Travel in county.....			500.00		
A. A. Olson, salary.....			204.00		1,596.00
Travel in county.....			500.00		
F. S. Prince, salary.....			804.00		1,596.00
Travel in county.....			500.00		
G. O. Reed, salary.....			204.00		1,596.00
Travel in county.....			500.00		
E. P. Reed, salary.....			204.00		1,596.00
Travel in county.....			500.00		
E. C. Richey, salary.....			604.00		1,596.00
Travel in county.....			500.00		
H. J. Ridge, salary.....			204.00		1,596.00
Travel in county.....			500.00		
Howard Rogers, salary.....			204.00		1,596.00
Travel in county.....			500.00		
S. M. Salisbury, salary.....			804.00		1,596.00
Travel in county.....			500.00		
Paul Sharrit, salary.....	4.00				1,596.00
Travel in county.....		500.00			
C. R. Shumway, salary.....					1,500.00
Travel in county.....		500.00			
E. C. Sleeth, salary.....			404.00		1,596.00
Travel in county.....			500.00		
A. G. Smith, salary.....			504.00		1,596.00
Travel in county.....			500.00		
O. D. Smith, salary.....		300.00		1,500.00	

	Smith-Lever		State not Offsetting	U. S. D. A.	
	Federal	State		Regular	Emergency
Travel in county.....		500.00			
S. B. Stowe, salary.....					2,100.00
Travel in county.....		500.00			
D. G. Swanger, salary.....			104.00		1,596.00
Travel in county.....			500.00		
A. J. Swift, salary.....		1,000.00		600.00	
Travel in county.....			500.00		
M. C. Thomas, salary.....			904.00		1,596.00
Travel in county.....			500.00		
D. R. Van Atta, salary.....			904.00		1,596.00
Travel in county.....			500.00		
W. R. Wheelock, salary.....	8.00				1,992.00
Travel in county.....			500.00		
ASSISTANT AGENTS					
W. A. Alexander, salary.....					1,800.00
Travel in county.....		500.00			
F. Copper, Jr., salary.....					1,800.00
Travel in county.....		500.00			
N. W. Glimes, salary.....					1,500.00
Travel in county.....		500.00			
S. R. Heffron, salary.....	4.00				1,596.00
Travel in county.....		500.00			
J. W. Tulloss, salary.....	4.00				1,596.00
Travel in county.....		500.00			
J. D. Van Houten, salary.....	4.00				1,596.00
Travel in county.....		500.00			
C. J. Windau, salary.....					1,800.00
Travel in county.....		500.00			
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The Secretary presented a communication from H. L. McCafferty, Surveyor of Madison County, requesting the Board of Trustees to grant a deed for 116 acres of unpatented land in said county to Raleigh Mitchell. The Secretary was directed to secure the opinion of Judge Adams as to the correctness of the papers, and if found correct, to prepare a deed in favor of Mr. Mitchell, and the Chairman of the Board was directed to execute same.

Upon recommendation of the President, it was agreed to purchase from Mr. C. H. Ludman of Zanesville, Ohio, a tract of land 20 feet by 140 feet, situated on the eastern line of the lands owned by the University, and known as the Aviation Field, the north end of said tract being on a line with the south side of Eighth Avenue extended west, for the sum of \$150.00.

The fees for the College of Medicine for the Second Semester were made as follows:

Tuition	\$50.00
Deposit (non-returnable)	25.00
Total	<u>\$75.00</u>

The secretary reported on the purchases which have been made in the Wood-Brown Place Addition, by Converse and Fulton, Agents for the Board. The Secretary further presented an estimate of \$16,500.00 for the reserve and twenty-two (22) lots still remaining unpurchased, lying in the south half of the Addition.

Upon motion, the Secretary was directed to instruct the Agents to proceed rapidly with the purchase of the remainder of this tract, the same to be paid from the interest on the endowment.

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The President called the attention of the Board to the estimate for the proposed Women's Building as prepared by the University Architect, the estimate for the building as designed being \$240,000.00. The appropriation made by the Legislature was \$150,000.00. The President was directed to make request to the Finance Committee for an additional sum of \$90,000.00 to build the building as designed.

On motion, it was ordered that if the additional appropriation was not allowed, then the completed plans and specifications for that part of the building containing the gymnasium be presented to the State Building Commission for approval, and if approved by them, then the Secretary is directed to advertise for bids in accordance with the law.

* * * * *

Upon the recommendation of the President, the resignation of Professor Herbert Osborn as Director of the Lake Laboratory, to take effect at once, was agreed to, and upon further recommendation of the President, Dr. Raymond C. Osburn was made director of the Laboratory to succeed Professor Herbert Osborn, resigned.

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Action upon the request of Dean Vivian, asking that the Lake Laboratory be moved from Cedar Point to Put-in-Bay, was deferred until the next meeting.

In the meantime, the Secretary was directed to examine into the lease with the Cedar Point Resort Company to determine the exact status of the University, in so far as the Cedar Point site is concerned.

* * * * *

The President presented the following communication from Mr. F. P. Beaver of Dayton, Ohio:

"Dayton, Ohio, January 16, 1919.

"Board of Trustees,
Ohio State University,
Columbus, Ohio.

"Gentlemen—At the solicitation of my family physician, Dr. T. A. McCann, I am giving five thousand (\$5000.00) dollars to the Ohio State University for the benefit of its College of Homeopathic Medicine, on condition that Two Thousand (\$2000.00) Dollars additional be raised. The express object of the gift is to help provide the Homeopathic College with a building for its research and experimental work.

"The Faculty needs the encouragement and stimulus of proper facilities, especially for this line of work.

"I hope the gift may prove acceptable to your Board and the Homeopathic College of Medicine made more useful thereby.

"Your very truly,

(Signed) F. P. BEAVER."

On motion, said gift of \$5000.00 was accepted subject to the terms named, and the President was directed to express to Mr. Beaver the appreciation of the Board of Trustees for his generosity.

* * * * *

Adjourned.

Attest: CARL E. STEEB,
Secretary.

BENJ. F. MCCANN,
Chairman.

OFFICE OF THE BOARD OF TRUSTEES
THE OHIO STATE UNIVERSITY

Columbus, Ohio, March 12, 1919.

The Board of Trustees met at the University at 9:30 o'clock, pursuant to the call of the Chairman.

Present: Benj. F. McCann, Chairman; J. F. Cunningham, John Kaiser, O. E. Bradfute.

* * * * *

Upon recommendation of the President, the College of Agriculture was authorized to prepare and present a short course in seed examination, in case of the passage, by the Legislature, of the pending Pure Seed Bill.

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The President presented a suggestion from Dean Vivian that the barns north of the Hess house might be recommended for livestock purposes, and he was directed to investigate and report to the Board at the next meeting, with his recommendations.

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The President reported the failure of Congress to pass the Federal Agricultural Appropriation Bill. This prevents the continuation, after July 1, 1919, of the special emergency work now carried on in Ohio, and the President, therefore, presented a revised program for next year's work, the cost of which is reduced so as to come within the available income. Upon his recommendation, the same was approved.

* * * * *

The President presented the following communication from the Administrative Council, and recommended favorable action by the Trustees:

President W. O. Thompson,
Ohio State University.

My dear President Thompson—The following recommendation was adopted at a meeting of the Administrative Council held March 1, 1919:

That steps be taken at once to provide for a suitable celebration of the fiftieth anniversary of the establishment of this University. We recommend to the Board of Trustees that provision be made for financing the anniversary and for the publication of memorial volumes. The Council requested the President to make this recommendation.

Respectfully,
(Signed) J. V. DENNEY, Dean.

The following resolution was adopted:

Resolved, That the Board of Trustees looks with favor upon a suitable celebration of the fiftieth anniversary of this University, and hereby authorizes the President to present a formal request to the Legislature for \$15,000.00 to properly finance the anniversary, and for the publication of memorial volumes, and to take care of such other approved expenditures as may be called for.

* * * * *

Upon the recommendation of the President, the following appointments were made, and the necessary amounts appropriated to meet the salaries in accordance with the general rule:

College of Agriculture

Name	Title	Date Effective	Annual Salary	Appropriations
Dexter N. Lutz	Assistant, Dept. Farm Crops	Feb. 1, 1919	\$1000.00	500.00
James R. Shepherd	Assistant, Dept. Ag. Chem.-Soils	Mar. 1, 1919	1000.00	400.00
C. Walter Holdson	Instructor (12 mos.), Dept. Dairying	Jan. 1, 1919	1500.00	900.00
Mrs. Jessie Young	Asst. Poultryman, Dept. An. Husbandry	Feb. 1, 1919	60.00 mo.	300.00
Wm. S. Whittaker	Pavillion Groom	Feb. 5, 1919	75.00 mo.	364.28
Thomas A. Bayes	Poultryman	Feb. 15, 1919	90.00 mo.	405.00
Chas. N. McIntyre	Assistant, Dept. Botany	Mar. 1, 1919	500.00	200.00

College of Arts

Edward H. Young	Instructor, Dept. Romance Lan.	Feb. 4, 1919	1600.00	800.00
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College of Commerce and Journalism

J. W. Eckelberry	Instructor, Dept. Ec. and Sociology	Feb. 1, 1919	1200.00	600.00
Geo. W. Eckelberry	Instructor, Dept. Ec. and Sociology		1600.00	800.00

<i>College of Engineering</i>		Date	Annual	Appropriations
Name	Title	Effective	Salary	
Paul Stegeman	Graduate Assistant, Dept. Chemistry	Feb. 5, 1919	300.00	150.00
Merle L. Dundon	Graduate Assistant, Dept. Chemistry	Feb. 1, 1919	300.00	150.00
<i>College of Homeopathic Medicine</i>				
Jeanette Allmand	Student Nurse, Homeopathic Hospital	Nov. 16, 1918	50.00	
Fern Conway	Student Nurse, Homeopathic Hospital	Nov. 2, 1918	50.00	
Corda Hartman	Student Nurse, Homeopathic Hospital	Nov. 2, 1918	50.00	
Emilie Jungerman	Student Nurse, Homeopathic Hospital	Nov. 2, 1918	50.00	
Minnie Knecht	Student Nurse, Homeopathic Hospital	Nov. 2, 1918	50.00	
Esther Lyon	Student Nurse, Homeopathic Hospital	Nov. 2, 1918	50.00	
<i>College of Medicine</i>				
Wm. H. Pritchard	Instructor, Dept. of Medicine	Feb. 1, 1919	200.00	100.00
Mrs. Ethel Esper	Student Assistant, Dept. of Anatomy	Feb. 4, 1919	300.00	150.00
Walter E. Duffee	Assistant, Dept. of Obstetrics	Feb. 1, 1919	500.00	250.00
<i>The Graduate School</i>				
J. W. Leonard	Scholar	Feb. 1, 1919	250.00	125.00
Harry Bender	Scholar	Feb. 1, 1919	250.00	125.00
Charles F. Rudman	Scholar	Feb. 1, 1919	250.00	125.00
PRESIDENT'S DIVISION				
<i>Library</i>				
Wm. E. Hanna	Library Assistant, Law Library (half time)	Feb. 1, 1919	25.00 mo.	125.00
Wm. A. Dougherty	Library Assistant, Law Library (half time)	Feb. 1, 1919	25.00 mo.	125.00
Joseph E. Fisher	Library Assistant, Law Library (half time)	Feb. 1, 1919	25.00 mo.	125.00
ADMINISTRATIVE				
<i>Stenographic and Clerical</i>				
Henrietta Jettinghoff	Stenographer	Mar. 1, 1919	840.00	280.00
DIVISION OF OPERATION AND MAINTENANCE				
<i>Service Department</i>				
Emerson R. Davis	Inspector of Buildings and Janitors	Mar. 1, 1919	900.00	300.00
Walter J. Newlon	Janitor	Feb. 1, 1919	75.00 mo.	875.00
Roy McCauley	Truck Driver	Feb. 1, 1919	70.00 mo.	350.00
John O. Kimbrough	Janitor	Feb. 1, 1919	75.00 mo.	875.00
Ernest Long	Janitor	Feb. 1, 1919	75.00 mo.	875.00
Lee E. Vigor	Clerk	Mar. 1, 1919	840.00	280.00

<i>Agricultural Extension</i>			Date	Annual	Appropriations
Name	Title		Effective	Salary	
James B. Green	Asst. Professor, Dept. Ag. Engineering		Jan. 15, 1919	2500.00	
	It is recommended that Mr. Green be paid from Smith-Lever Funds, Project No. 3B, Extension Budget.				
Harry G. Stevens	County Ag. Agent		Dec. 1, 1918	1800.00	
	U.S.D.A. War Emergency Funds.			\$125.00	
	State-Offsetting Funds			8.33	
	Belmont County Funds			16.67	
	Project No. 2			\$150.00	
	Belmont County Funds (auto allowance)			41.66 mo.	
Hazel Barr	Helper, Mailing Room		Jan. 1, 1919	50.00 mo.	
	Salary to be paid from Smith-Lever Funds, Project No. 1.				
Robrt. B. Dustman	Asst. Professor, Agricultural Extension		Apr. 15, 1919	50.00 mo.	
	Salary to be paid from Smith-Lever Funds, Project No. 3H.				
H. G. Ingerson	Asst. Professor, Horticulture		Dec. 24, 1918	2200.00	
	Salary to be paid from State-Offsetting Funds, Project No. 3D.				
H. D. Munroe	Instructor, Poultry Husbandry		Feb. 10, 1919	1800.00	
	Salary to be paid from State-Offsetting Funds, Project No. 3F.				
Grace Cianflonia	Instructor, Dept. Home Economics		Feb. 16, 1919	1380.00	
	Salary to be paid from State-Offsetting Funds, Project No. 6.				
G. C. Musgrove	County Ag. Agent		Feb. 16, 1919	2000.00	
	U.S.D.A. War Emergency Funds.			\$150.00	
	Smith-Lever Funds			16.66	
				\$166.66	
	Coshocton County Funds (auto allowance)			41.66 mo.	
Harry P. Curtis	County Ag. Agent		Jan. 1, 1919	2100.00	
	U.S.D.A. War Emergency Funds.			\$150.00	
	Smith-Lever Funds			25.00	
	Project No. 2			\$175.00	
	Jefferson County Funds (auto allowance)			41.66 mo.	
Jacob P. Schmidt	County Ag. Agent		Jan. 1, 1918	1800.00	
	U. S. D. A. War Emergency Funds			\$125.00	
	Smith-Lever Funds			8.33	
	Morrow County Funds			16.67	
	Project No. 2			\$150.00	

Name	Title	Date Effective	Annual Salary	Appropriations
Hazel Gerhardt	Morrow County Funds (auto allowance)	41.66 mo.		
	County Home Demonstration Agent	Jan. 1, 1919	1620.00	
	U. S. D. A. War Emergency Funds		\$125.00	
	Smith-Lever Funds		10.00	
Hazel B. Joyce	Project No. 11		\$135.00	
	Assistant County Home Demonstration Agent	Jan. 16, 1919	1320.00	
	U. S. D. A. War Emergency Funds		\$100.00	
	Smith-Lever Funds		10.00	
William S. Barden	Project No. 11		\$110.00	
	County Ag. Agent	Mar. 1, 1919	1600.00	
	U. S. D. A. War Emergency Funds		\$125.00	
	Smith-Lever Funds		8.33	
			133.33	
Florence Ross	Morgan County Funds (auto allowance)	41.66 mo.		
	Stenographer, Ross Co. Ag. Agent	Feb. 1, 1919	40.00 mo.	
Nellie Lester	Salary to be paid from Ross County Funds, Project No. 2.			
	Stenographer, Belmont Co. Ag. Agent	Jan. 1, 1919	40.00 mo.	
Laura Overhultzer	Salary to be paid from Belmont County Funds, Project No. 2.			
	Stenographer, Mahoning Co. Ag. Agt.	Jan. 1, 1919	45.00 mo.	
Irene B. Smith	Salary to be paid from Mahoning County Funds, Project No. 2.			
	Stenographer, Summit Co. Ag. Agent	Jan. 15, 1919	40.00 mo.	
Helen Jacobs	Salary to be paid from Summit County Funds, Project No. 2.			
	Stenographer, Auglaize Co. Ag. Agt.	Jan. 6, 1919	45.00 mo.	
Extra Ansteatt	Salary to be paid from Auglaize County Funds, Project No. 2.			
	Stenographer, Clermont Co. Ag. Agt.	Jan. 20, 1919	25.00 mo.	
Edgar J. Bolen	Salary to be paid from Clermont County Funds, Project No. 2.			
	Stenographer, Sandusky Co. Ag. Agt.	Jan. 1, 1919	25.00 mo.	
	Salary to be paid from Sandusky County Funds, Project No. 2.			

Name	Title	Date Effective	Annual Salary	Appropriations
Olen J. Shong	County Club Leader, Auglaize County U. S. D. A. War Emergency Funds\$113.00 Business men of Auglaize County 37.00	Feb. 1, 1919	1800.00	
			\$150.00	
	The business men of Auglaize County will deposit their money in the state treasury in the fund known as "Boys' and Girls' Club Work Fund from Counties." This is considered as not-offsetting in Project No. 4.			
Pearce McMullen	County Club Leader, Highland County U. S. D. A. War Emergency Funds\$132.00 Highland County Farm Bureau Funds 18.00	Feb. 1, 1919	1800.00	
			\$150.00	
	The Highland County Farm Bureau will deposit their money in the state treasury in the fund known as "Boys' and Girls' Club Work from Counties." This is considered as not-offsetting, Project No. 4.			
R. S. Noble	County Club Leader, Cuyahoga County U. S. D. A. War Emergency Funds\$125.00 Community War Service League 83.33	Feb. 16, 1919	2500.00	
			\$208.33	
	The Cleveland Community War Service League has deposited \$1000.00 in the state treasury in the fund known as "Boys' and Girls' Club Work Fund from Counties." This money is considered as not-offsetting, Project No. 4.			
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Upon recommendation of the President, the following resignations were accepted, and in each case the salary is to be cancelled, in accordance with the general rule:

College of Agriculture

Name	Title	Date Effective	Annual Salary	Cancellations
George H. Young	Poultryman	Feb. 15, 1919		405.00
Lloyd Thatcher	Instructor, Dept. Farm Crops	Sept. 30, 1918		1200.00
B. E. Stahl	Assistant, Dept. Farm Crops	Feb. 28, 1919		280.00

Name	Title	Date Effective	Annual Salary	Cancellations
<i>Stenographic and Clerical</i>				
Edna Pugh	Stenographer, Office Entrance Board	Feb. 28, 1919		280.00
<i>Operation and Maintenance</i>				
Chas. M. Dunbar	Clerk, Engineer's Office	Feb. 15, 1919		445.92
Emma Munyan	Laundress, Service Department	Feb. 28, 1919		200.00
<i>Agricultural Extension</i>				
Mary Baker	Stenographer	Dec. 15, 1918		
Florence Nesbitt	Home Dem. Agent	Dec. 31, 1918		
Walter Holdson	Instructor Dairying	Dec. 31, 1918		
Della Wiley	Stenographer, Ross Co. Ag. Agent	Jan. 31, 1919		
Ora Cramer	Stenographer, Auglaize Co. Ag. Agt.	Dec. 20, 1918		
Amy Waugh	Stenographer, Wood County Ag. Agt.	Feb. 28, 1919		
Vileda Weller	Stenographer, Lorain Co. Ag. Agt.	Jan. 31, 1919		
R. D. Long	District Supervisor County Agent Work	Jan. 31, 1919		
M. C. Kilpatrick	Instructor Poultry Hus- bandry	Jan. 31, 1919		
Mrs. Gertrude Day	Assistant County Home Demonstration Agent	Feb. 28, 1919		
Alma G. Sauer	Assistant Home Demon- stration Agent	Feb. 28, 1919		
*	*	*	*	*

Upon recommendation of the President, the salary of Professor C. O. Ruggles, during his absence from the University, was placed at \$100.00 per month, and \$240.00 was appropriated to meet same.

The President further recommended the following increases in salary be granted, and that the necessary amounts be appropriated to cover such increases:

<i>College of Commerce and Journalism</i>		Date	Annual	Appropriations
Name	Title	Effective	Salary	
H. McJohnston	Instructor, Dept. Ec. and Sociology	Feb. 1, 1919	\$1800.00	\$ 300.00
<i>College of Arts</i>				
H. Masso	Assistant, Dept. Romance Lan.	Feb. 1, 1919	70.00 mo.	200.00
<i>Agricultural Extension</i>				
Mary Yeager	Stenographer, Huron Co. Ag. Agt.	Feb. 1, 1919	35.00 mo.	
To be paid from Huron Co. Funds.				
A. A. Olsen	County Ag. Agent, Crawford County	Jan. 1, 1919	2000.00	
Increase to be paid from Crawford County Funds, Project No. 2.				

Name	Title	Date Effective	Annual Salary	Appropriations
E. P. Reed	County Ag. Agent, Champaign County Increase to be paid from Champaign County Funds, Project No. 2.	Jan. 1, 1919	2000.00	
Ethel Lehman	Asst. Home Demonstra- tion Agt., Tuscarawas County Promoted to position of Home Demon- stration Agent in Crawford County. That increase of \$10.00 per month may be paid from Smith-Lever Funds, Proj- ect No. 11.	Jan. 16, 1919		
Bertha Dunn	Asst. Home Demonstra- tion Agent, Columbi- ana County Promoted to position of Home Demon- stration Agent in Columbiana County. The increase of \$10.00 per month be paid from Smith-Lever Funds, Project No. 11.	Jan. 16, 1919		

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It was further recommended by the President that the following named persons be reinstated on the University salary roll:

College of Medicine

Jonathan Forman	Asst. Professor Patholo- gy	Feb. 1, 1919	\$ 200.00 mo.	\$1000.00
Philip Reel	Assistant, Dept. Surgery	Feb. 1, 1919	30.00 mo.	150.00
A. M. Hauer	Instructor, Dept. Ophthalmology and Oto-Laryngology	Feb. 1, 1919	20.00 mo.	100.00

President's Division

G. M. Trautman	Instructor, Dept. Physical Educa. And that his title be changed to that of Assistant Professor.	Feb. 1, 1919	225.00 mo.	1125.00
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Physical Plant

H. F. Reichard	Chief Draftsman, University Architect	Feb. 1, 1919	133.33 mo.	666.65
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Agricultural Extension

W. D. Axtell, Jr.	Instructor, Dept. Dairying To be paid from Smith-Lever Funds, Project No. 7.	Jan. 1, 1919	1600.00	
Frank H. Beach	Asst. Professor Horticul- ture To be paid from Smith-Lever Funds, Project No. 3D.	Feb. 1, 1919	1900.00	

The President reported the following recommendations from the University Faculty as to degrees, and upon his recommendation the same were granted as indicated, as of the Class of 1918:

BACHELOR OF SCIENCE IN AGRICULTURE

Fred Raymond Keeler

BACHELOR OF ARTS

Whun Chang

Edgar William Fasig

Charlotte Eliza Lehman

BACHELOR OF SCIENCE IN EDUCATION

Alice Hortense Meyer

Ethel Irene Schofield, B.A.

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The President further recommended that Helen Pugh, Stenographer in the Department of Industrial Arts, be transferred to the position of Stenographer in the office of the Entrance Board, effective March 10.

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The President also recommended that the services of Robert Sim, Assistant in the Department of Botany, be continued until July 1, and that he receive a salary of \$50.00 per month. \$200.00 was appropriated to cover same.

* * * * *

The President further recommended that the services of F. C. Landsittel, Assistant Professor in the Department of Principles and Practice of Education, be continued through the second semester and that he receive a salary of \$1000.00 (\$200.00 per month) for the semester. \$1000.00 was appropriated to cover same.

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The President also recommended that J. M. Gallen, Instructor in the Department of Surgery, College of Medicine, be granted a leave of absence for the remainder of the year, effective March 1, and that \$80.00 be cancelled.

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The President also recommended that Rhoda E. Dick, Assistant Professor in Home Economics in the Agricultural Extension Service, be granted a leave of absence without salary for six months, ending June 30, 1919.

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The President reported the death of Edwin Spencer, Assistant Farm Management Demonstration in the Agricultural Extension Service. Mr. Spencer's services were terminated on November 30, 1918.

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The President further recommended that C. E. Curran be granted the E. I. du Pont de Nemours Fellowship of \$750.00, effective February 1, 1919.

The President recommended that the following named persons be reappointed as members of the Advisory Council for the Engineering Experiment Station:

E. F. Coddington, Acting Director

C. E. Sherman, for three years

J. R. Withrow, for three years

W. T. Magruder, for two years

D. J. Demorest, for two years
 F. C. Caldwell, for one year
 A. D. Cole, for one year

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The President presented the following resolution, which was approved:

Resolved: That in view of the increasing demand of the University for space for instruction and, especially in view of the need of providing laboratory facilities for the recently organized Bureaus of Research in the Department of Economics and Sociology and of Political Science, the Board of Trustees hereby directs attention to these needs and requests that the Board of Health arrange, before the close of the current academic year, for new quarters for the administrative offices.

Resolved further: That a copy of this resolution be presented to Governor James M. Cox.

* * * *

The Architect presented the preliminary sketches for the Chemistry building which call for factory type of construction, and a location in the west line of the present woods. After considering the suggestions of the Architect, which were approved, he was directed to proceed with the development of plans and submit them to the Trustees at the next meeting.

The Architect presented preliminary sketches for the research laboratory and animal house for the College of Homeopathic Medicine. Said plans were approved, and the location of the buildings was referred to the President and Faculty of the College of Homeopathic Medicine to present recommendations to the Trustees at the next meeting.

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The President reported that he had authorized the following persons to make trips as indicated, and requested the approval of the Board of Trustees in order that formal request might be made of the Governor for his approval; this approval being necessary in order to receive reimbursement for expenses incurred. The action was approved:

<i>Name</i>	<i>Where to</i>	<i>Date</i>
Dr. W. E. Henderson	Buffalo, N. Y.	April 9 and 10, 1919
Dean Alfred Vivian	Baltimore, Md.	January 6 to 10, 1919
Mrs. George L. Converse	Chicago, Ill.	February 24 to 27, 1919
Dr. Harry M. Semans	Atlanta, Ga.	January 26 to 30, 1919
L. W. St. John	New York City	December 27, 1918
Dr. C. A. Burrett	Chicago, Ill.	March 3 and 4, 1919

* * * *

The President reported for the special committee having under consideration the Protestant Hospital Contract, recommending:

1. That the appropriation for the current year be \$10,000.00 instead of \$9,000.00.
2. That for the next two years the appropriation be fixed at \$11,000.00 annually instead of \$9,000.00.

3. That the above action be effective, provided the clinical facilities be kept as at present for fifty-two beds.

This recommendation was agreed to, and the President was instructed to so advise the Trustees of the Protestant Hospital Association.

The President presented the following letter and recommendations concerning the disposition of the farm lands:

The following communication received from the Dean of the College of Agriculture is submitted for record:

"I respectfully recommend that formal action be taken by the Board of Trustees placing all of the land owned by the University at the disposal of the Dean of the College of Agriculture; the Dean to have the privilege of allotting parcels of this land to the different departments as they need it and to have authority to make readjustments from time to time as will best serve the needs of the College of Agriculture."

(Signed)
ALFRED VIVIAN.

In response to this communication, I recommend:

1. That the Dean of the College of Agriculture be constituted the representative of the Board of Trustees in charge of all farm lands used for agricultural and experimental purposes, and responsible through the President of the University to the Trustees for the operation and engagement of such lands.

2. I further recommend that he be and hereby is directed to present to the President of the University for his consideration and approval a complete and detailed plan for the use and allotment of all lands owned or leased comprising the University farm.

And further, that when such plans and allotments have been approved by the President, they shall be presented to the Trustees for approval.

3. I recommend that all important changes and adjustments in allotments shall be submitted in the same manner as above outlined.

4. I recommend that this plan be made effective for the current year, and that hereafter all important changes for the year be presented during the winter months not later than the March meeting of the Trustees.

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The above recommendation was agreed to.

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The Secretary was instructed to pay Mr. A. E. Davies, \$1500.00 for the fiscal year, same to be paid in five payments of \$300.00 each.

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Adjourned to meet April 8, 1919, 9:30 A. M., at the University.

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Attest: CARL E. STEEB,
Secretary.

BENJ. F. McCANN,
Chairman.

OFFICE OF THE BOARD OF TRUSTEES
THE OHIO STATE UNIVERSITY

COLUMBUS, OHIO, APRIL 8, 1919.

The Board of Trustees met at the University at 9:30 o'clock, pursuant to the call of the Chairman.

Present: Benj. F. McCann, Chairman; J. F. Cunningham, John Kaiser, O. E. Bradfute, Guy W. Mallon, C. F. Kettering.

Upon the recommendation of the President the following resolution was unanimously adopted:

Resolved: That the Board of Trustees of the Ohio State University establish a Bureau of Governmental Research, under the direction of the Department of Political Science, for the collection, analysis, and circulation of governmental information; for use as a laboratory for students in political sciences; for the extension of teaching and lecturing to the citizens, officials, and organizations of the city and State; and for such other public service, in harmony with this plan, as may be determined from time to time.

Be It Further Resolved: That Professor Edwin A. Cottrell be appointed Director of the Bureau of Governmental Research.

Upon the recommendation of the President the following resolution was unanimously adopted:

Resolved: That the Board of Trustees of the Ohio State University establish a Bureau of Business Research, under the direction of the Department of Economics and Sociology, for the collection and classification of materials for courses of study to be found in government documents, in reports of business concerns, in annual and other statements of business concerns, on subjects of applied economics, such as money, banking, finance, taxation, investments, business organization, marketing, salesmanship, advertising, insurance, transportation, labor, etc.

To conduct scientific investigations in business methods and make business surveys. This work to be done by members of the teaching staff and advanced students working under the direction of the Director of the Bureau of Business Research.

Upon the further recommendation of the President the following resolution was unanimously adopted:

Resolved: That the Board of Trustees of the Ohio State University establish a Bureau of Social Research, under the direction of the Department of Economics and Sociology, to collect, classify, and tabulate material for courses in Applied Sociology. This material will consist of annual reports,

other reports, and publications of public and private philanthropic; charitable and penal, and other social organizations and agencies.

To make social investigations and social surveys by instructors and advanced students under the Director of the Bureau of Social Research.

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Upon the recommendation of the President, the following requests to attend conferences outside of the state were unanimously approved by the Board of Trustees, and the President was directed to present said requests to the Emergency Board for approval and authorization, as required by law:

Name	Conference	Place	Date
C. E. Steeb	Business Officers of Middle West Universities	Chicago, Ill.	May 9-10, 1919
J. V. Denney	Deans of Liberal Arts of State Universities	Lawrence, Kan.	May 1-2, 1919
Edith D. Cockins	American Association of Collegiate Registrars	Chicago, Ill.	May 24-26, 1919
C. F. Kelley	College Art Association of America	New York City	Week May 12, 1919

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The President and Secretary were directed to co-operate with the management of the Methodist Centenary and to offer the use of such buildings and grounds and facilities of the University as may be required by the Centenary Management, and which lies within the power of the University to grant.

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Professor T. E. French appeared before the Board of Trustees and explained the new plan of an athletic field improvement, extending from King Avenue to Woodruff Avenue, and from Neil Avenue to the River.

Professor William McPherson appeared before the Board of Trustees in behalf of the needs of the Department of Chemistry for a new building.

Dr. E. F. McCampbell appeared before the Board of Trustees in behalf of the needs of a hospital building for the College of Medicine.

Dean Alfred Vivian appeared before the Board of Trustees in behalf of request for a building for Agricultural Engineering.

It was decided to take no action on the above hearings until the next meeting of the Board, and the Secretary was directed to call a special meeting of the Board on or about April 17.

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Upon the recommendation of the President, the following appointments were made, and the necessary amounts appropriated to meet the salaries in accordance with the general rule:

College of Agriculture

Name	Title	Date Effective	Annual Salary	Appropriations
Josephine Hamblin	Assistant, Dept. Home Economics	Apr. 1, 1919	\$ 90.00 mo.	\$ 270.00
Sanford J. Green	Assistant, Dept. Farm Crops	Apr. 1, 1919	80.00 mo.	240.00
Harry Thomas	Swine Herdsman	Apr. 1, 1919	90.00 mo.	270.00
John T. Laws	Swine Herdsman	Apr. 1, 1919	70.00 mo.	210.00

College of Engineering

Francis M. Demorest	Assistant, Dept. Metallurgy	Apr. 1, 1919	50.00 mo.	150.00
John J. Greeley	Laborer, Dept. Mech. Eng.	Apr. 1, 1919	780.00	195.00

DIVISION OF OPERATION AND MAINTENANCE

Service Department

Mitchell Bryant	Janitor	Apr. 1, 1919	75.00 mo.	225.00
Thomas Howard	Wiper	Feb. 1, 1919	75.00 mo.	375.00
Jennie Roberts	Laundress	Apr. 1, 1919	50.00 mo.	150.00

ADMINISTRATIVE

Stenographic and Clerical

Edna B. Pratt	Stenographer, Dept. Elec. Eng.	Mar. 1, 1919	70.00 mo.	280.00
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Agricultural Extension

Wm. E. Stone	County Ag. Agent	Mar. 1, 1919	2100.00	
	U. S. D. A. War Emergency Funds		\$125.00	
	Smith-Lever Funds		50.00	

\$175.00

It is also recommended that Mr. Stone be allowed to travel on U. S. D. A. War Emergency Funds on authorization which permits him to receive six cents per mile for the operation of a personally owned automobile, total not to exceed \$500.00 per annum.

Raymond M. Carr	County Ag. Agent	Mar. 1, 1919	2100.00	
	U. S. D. A. War Emergency Funds		\$150.00	
	Smith-Lever Funds		25.00	

\$175.00

It is also recommended that Mr. Carr be allowed to travel on U. S. D. A. War Emergency Funds on authorization which permits him to receive six cents per mile for the operation of a personally owned automobile, the total not to exceed \$500.00 per annum.

Name	Title	Date Effective	Annual Salary	Appropriations
Enos M. Rowe	County Ag. Agent	Apr. 1, 1919	1800.00	
	U. S. D. A. War Emergency Funds		\$140.00	
	Smith-Lever Funds		10.00	
			\$150.00	
	It is also recommended that Mr. Rowe be allowed \$41.66 per month for the maintenance of an automobile from Smith-Lever Funds, Project No. 2, Extension Budget.			
Charles J. Jones	County Ag. Agent	Apr. 1, 1919	2400.00	
	U. S. D. A. War Emergency Funds		\$125.00	
	Smith-Lever Funds		75.00	
			\$200.00	
	It is also recommended that Mr. Jones be paid \$41.66 per month for the maintenance of an automobile from State-Offsetting (F-6 County Agents) Funds, Project No. 2, Extension Budget.			
Mrs. Blanche Clark	Secretary Farmers' Institute	Mar. 17, 1919	90.00 mo.	
	Salary to be paid from Not-Offsetting Funds (A-2 Wages), Project No. 10, Extension Budget.			
Beulah Allen	Clerk, Dept. Dairying	Mar. 8, 1919	70.00 mo.	
	Salary to be paid from State-Offsetting Funds, Project No. 7, Extension Budget.			

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Upon the recommendation of the President, the following resignations were accepted, and in each case the salary is to be cancelled, in accordance with the general rule:

College of Agriculture		Date Effective	Annual Salary	Cancellations
Name	Title			
Henry W. Schuer	Instructor, Dept. Farm Crops	Apr. 1, 1919		\$ 210.00
Benton Thomas	Swine Herdsman	Mar. 31, 1919		255.00
<i>Operation and Maintenance</i>				
W. W. Whitmer	Janitor	Mar. 31, 1919		225.00
Martha Walker	Laundress	Mar. 31, 1919		150.00
ADMINISTRATIVE				
<i>Registrar's Office</i>				
Ruth A. Whitehill	Assistant	Mar. 31, 1919		210.00
<i>Agricultural Extension</i>				
D. R. Van Atta	County Ag. Agent	Feb. 28, 1919		
Daisy Davis	Secretary Farmers' Institute	Feb. 28, 1919		

Name	Title	Date Effective	Annual Salary	Cancellations
Alma Sauer	Asst. Home Demonstration Agent	Feb. 28, 1919		
C. L. Long	County Ag. Agent	Mar. 18, 1919		
Frank Copper, Jr.	Asst. County Ag. Agent	Mar. 31, 1919		
Elma Grove	Stenographer, Licking County Ag. Agent	Mar. 31, 1919		
O. D. Smith	County Ag. Agent, Lawrence County	Mar. 31, 1919		
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Upon recommendation of the President the following named persons were reinstated on the University salary roll:

Name	Title	Date Effective	Annual Salary	Appropriations
Halbert B. Blakey	Asst. Professor Medicine	Feb. 1, 1919	\$ 30.00 mo.	\$ 150.00
A. M. Steinfeld	Asst. Professor Surgery	Mar. 1, 1919	10.00 mo.	40.00
<i>College of Engineering—Dean Graduate School</i>				
Wm. McPherson	Dean Graduate School, Professor Chemistry	Mar. 15, 1919	4000.00	1260.00
*	*	*	*	*

Upon the recommendation of the President, the following increases in salary were granted, and the necessary amounts appropriated to cover such increases:

Name	Title	Date Effective	Annual Salary	Appropriations
Wm. Anderson	Craneman, Service Dept.	Jan. 1, 1919	\$ 105.00 mo.	\$ 70.02
ADMINISTRATIVE				
<i>President's Office</i>				
Hazel Lewis	Stenographer	Mar. 1, 1919	85.00 mo.	60.00
<i>Agricultural Extension</i>				
Norwood W. Glines	Asst. County Ag. Agent	Apr. 1, 1919	1800.00	
	Increase to be paid from Smith-Lever Funds, Project No. 2.			
Ione Lamb	Stenographer, Crawford Co. Ag. Agt.	May 1, 1919	45.00 mo.	
	Increase to be paid from Crawford County Funds.			
*	*	*	*	*

The President further recommended the following leaves of absence, which were granted:

Name	Title	Date Effective	Annual Salary	Appropriations
Norman W. Scherer	Asst. Professor Horticulture	1919-1920	\$1500.00	
<i>College of Arts</i>				
H. C. Hockett	Professor American History	1919-1920	2000.00	
<i>College of Education</i>				
Alice Robinson	Asst. Professor of Art	1919-1920	1500.00	
*	*	*	*	*

The President reported the following recommendations from the University Faculty as to degrees, and upon his recommendation the same were granted, as indicated:

DOCTOR OF DENTAL SURGERY

(As of the Class of 1918)
 Clarence North Routzong
 Herbert Ferris Brown
 Myron William King
 Harry Ervan Sarchet
 Jasper William Tall

MASTER OF ARTS

(As of the Class of 1918)
 Genevieve Spencer, B.A. (Cornell University)

BACHELOR OF ARTS

(As of the Class of 1918)
 Reuben Jacob Boesel
 James Wilson Wilcox

BACHELOR OF SCIENCE IN EDUCATION

(As of the Class of 1918)
 Elisabeth Ann Torbet
 Ralph Chester Waters

DOCTOR OF MEDICINE

(As of the Class of 1918)
 Roger Q. Davis

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It was further recommended by the President that the sum of \$270.00 be appropriated for the salary of an Orderly in the College of Medicine, and same was approved. (Orderly to be provided by Protestant Hospital.)

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Upon the recommendation of the President, the salary of Edna N. White is to be paid from Extension Funds as follows, effective April 1:

State-Offsetting Funds in Project No. 11....	\$49.33
U. S. D. A. Funds.....	34.00
	<hr/>
	\$83.33

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Upon the recommendation of the President, Dora Soler, Stenographer in the Department of Electrical Engineering, was transferred to the Department of Industrial Arts, effective March 10.

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The following cancellations were recommended and approved:

COLLEGE OF AGRICULTURE

Department Animal Husbandry

U. G. Lindamood.....	\$ 75.00	Error
Assistant Poultryman....	885.00	Unfilled position
L. H. Myers.....	150.00	Did not work Sept. and Oct.

<i>Department Botany</i>		
Assistant	600.00	Unfilled position
<i>Department Dairying</i>		
Instructor	1500.00	Unfilled position
F. H. Neff	895.33	Resigned August
<i>Department Farm Crops</i>		
Assistant	600.00	Unfilled position
<i>Department Farm Operations</i>		
John Rhone	520.33	Resigned November
<i>Department Home Economics</i>		
Assistant	750.00	Unfilled position
<i>Winter Course</i>		
.....	1250.00	Not used
COLLEGE OF ARTS		
<i>Department English</i>		
Louis M. Eich	1200.00	Did not report
COLLEGE COMMERCE AND JOURNALISM		
<i>Department Economics and Sociology</i>		
Instructor	1500.00	Unfilled position
Instructor	1400.00	Unfilled position
Frederick M. Thrasher....	1400.00	Did not report
COLLEGE OF DENTISTRY		
Arthur M. Elam.....	600.00	Did not report
COLLEGE OF EDUCATION		
<i>Department Agricultural Education</i>		
Professor	3000.00	Unfilled position
COLLEGE OF ENGINEERING		
<i>Department Chemistry</i>		
S. A. Norton	1250.00	Deceased
Assistant Professor	1600.00	Unfilled position
Instructor	1200.00	Unfilled position
Graduate Assistant	300.00	Unfilled position
Ralph C. Waters.....	300.00	Did not report
Cole Coolidge	300.00	Did not report
<i>Department Electrical Engineering</i>		
Harry E. Lockett.....	250.00	Did not report
Assistant	750.00	Unfilled position
<i>Department Engineering Drawing</i>		
R. L. Clapper	300.00	Did not report
S. S. Withrow	900.00	Did not report
<i>Department Industrial Arts</i>		
Assistant Machine Work..	935.00	Unfilled position
Student Assistant	300.00	Unfilled position
<i>Department Mathematics</i>		
K. D. Swartzel.....	467.50	Not used
<i>Department Metallurgy</i>		
Student Assistant.....	300.00	Unfilled position
Student Assistant.....	200.00	Unfilled position
<i>Department Mine Engineering</i>		
Student Assistant.....	150.00	Unfilled position

<i>Department Mineralogy</i>		
Student Assistant.....	200.00	Unfilled position
COLLEGE HOMEOPATHIC MEDICINE		
George H. Quay, Jr.....	200.00	Did not report
Supervisor of Anaesthetics	300.00	Unfilled position
COLLEGE OF LAW		
Professor	3000.00	Unfilled position
COLLEGE OF MEDICINE		
<i>Department Anatomy</i>		
Student Assistant.....	200.00	Unfilled position
Student Assistant.....	150.00	Unfilled position
<i>Dispensaries</i>		
Pharmacist	75.00	Unfilled position
<i>Obstetrics</i>		
Resident Obstetrician.....	500.00	Unfilled position
<i>Ophthalmology and Oto-Laryngology</i>		
Instructor	300.00	Unfilled position
<i>Department Surgery and Gynecology</i>		
Assistant Professor.....	300.00	Unfilled position
COLLEGE OF PHARMACY		
Graduate Assistant.....	350.00	Unfilled position
Student Assistant.....	350.00	Unfilled position
COLLEGE OF VETERINARY MEDICINE		
Assistant	1200.00	Unfilled position
Hospital Clerk.....	780.00	Unfilled position
GRADUATE SCHOOL		
Four Fellows.....	2000.00	Unfilled positions
Lulu E. Shuman.....	250.00	Did not report
Harry A. Bender.....	250.00	Did not report
J. W. Leonard.....	125.00	Did not report
LIBRARY		
Reference Assistant.....	1300.00	Unfilled position
Library Assistant	840.00	Unfilled position
MILITARY SCIENCE		
Assistant	1200.00	Unfilled position
PHYSICAL EDUCATION		
Student Assistant.....	300.00	Unfilled position
S. A. T. C.		
Liaison Officer.....	400.00	Not used
BUSINESS MANAGER'S OFFICE		
C. E. Steeb.....	750.00	Not used
Budget Clerk.....	900.00	Unfilled position
REGISTRAR'S OFFICE		
Assistant to Registrar....	900.00	Unfilled position
ENTRANCE BOARD		
Asst. to Appointment Secy.	840.00	Unfilled position

STENOGRAPHIC AND CLERICAL

Stenographer	840.00	Unfilled position
Cecelia Ryan	60.00	Not used
Dora M. Soler	18.85	Not used
Katherine Conard	329.23	Resigned
Victoria Reichel	120.00	Not used
Duncan Cameron	53.84	Not used
Muriel Snyder	10.00	Not used
Bertha Wolman	23.33	Not used

ENGINEER'S OFFICE

Grace Marie Leslie	350.00	Resigned 12-31-18
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SERVICE DEPARTMENT

Three Firemen (9 mos.)..	2430.00	Unfilled positions
Ashwheeler	900.00	Unfilled position
Helper	840.00	Unfilled position
Martin Caughlin	106.66	Error
R. L. Farrell	163.33	Not used
John Law	594.24	Resigned December
Laborer	900.00	Unfilled position
Watchman	960.00	Unfilled position
Inspector	1080.00	Unfilled position
Janitor	900.00	Unfilled position
Janitress	600.00	Unfilled position
Janitor	900.00	Unfilled position

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The following appropriations were recommended and approved:

COLLEGE OF AGRICULTURE

Department Animal Husbandry

Swine Herdsman	\$ 5.00	Error in appropriation
Assistant Swin Herdsman	10.00	Error in appropriation

Department Botany

P. B. Sears	200.00	Error in appropriation
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Department Farm Operations

Ira Blanchard	375.00	Appointed 2-1-19
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COLLEGE OF ENGINEERING

Department of Astronomy

Student Assistant	261.00	
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COLLEGE OF VETERINARY MEDICINE

David S. White	1800.00	Reinstated 2-1-19
Leroy Wilson	600.00	Appointed 11-1-18

DIVISION OPERATION AND MAINTENANCE

Service Department

A. Armstrong	450.00	Appointed 1-1-19
C. D. Lowry	100.00	Error in appropriation
John Rhone	557.50	Appointed November
Dallas Jennings	80.00	Service Jan. and part of Feb.

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Upon the recommendation of the President, it was agreed to proceed with the paving of Neil Avenue Roadway from the oval to Wood-

ruff Avenue, in accordance with the plans and specifications approved by the Trustees June 4, 1917. Said improvement to be paid from the state appropriation styled G-3—Other, \$20,000.00.

The Architect was directed to prepare and present to the Trustees for approval, an amended estimate of cost of such improvement.

Upon motion, the Board then adjourned, subject to special call of the Secretary.

Attest: CARL E. STEEB,
Secretary.

BENJ. F. MCCANN,
Chairman.

OFFICE OF THE BOARD OF TRUSTEES
THE OHIO STATE UNIVERSITY

Columbus, Ohio, April 17, 1919.

The Board of Trustees met at the University at 10:30 o'clock, pursuant to adjournment.

Present: Benj. F. McCann, Chairman; J. F. Cunningham, C. F. Kettering, O. E. Bradfute, John Kaiser.

Upon the recommendation of the President, the following appointments were made, and the necessary amounts appropriated to meet the salaries, in accordance with the general rule:

College of Engineering

Name	Title	Date Effective	Annual Salary	Appropriations
Lloyd Kerr Eagle	Instructor, Dept. Eng. Drawing	Apr. 15, 1919	\$1200.00	\$ 300.00

College of Medicine

Mortimer Banks	Technical Assistant, Dept. Pathology	Apr. 11, 1919	60.00 mo.	160.00
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Upon the recommendation of the President, the following resignations were accepted, and in each case the salary is to be cancelled in accordance with the general rule:

College of Agriculture

Name	Title	Date Effective	Annual Salary	Cancellations
Harry E. Jacobs	Assistant, Dept. Horticulture	Apr. 1, 1919		\$ 300.00
Jessie T. Young	Asst. Poultryman, Dept. An. Husbandry	Apr. 1, 1919		180.00

College of Engineering

Name	Title	Date Effective	Annual Salary	Cancellations
Alan E. Flowers	Professor, Dept. Elec. Eng.	June 30, 1919		

College of Homeopathic Medicine

George W. Stober	Assistant, Dept. Surgery	Mar. 1, 1919		80.00
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College of Medicine

Thurza Teegarden	Technician, Dept. Pathology	Mar. 1, 1919		240.00
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Upon the further recommendation of the President, the following named person was reinstated on the University salary roll:

College of Arts

Name	Title	Date Effective	Annual Salary	Appropriations
Theo. F. Kotz	Instructor German	Apr. 15, 1919	\$1300.00	\$ 325.00
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Upon the recommendation of the President, the following named person was granted leave of absence:

College of Homeopathic Medicine

Name	Title	Date Effective	Annual Salary	Cancellations
E. H. Baxter	Instructor, Clinical Diagnosis and Clinical Microscopy	May 1 to Oct 1, 1919		\$ 240.00
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The Trustees informally expressed their opinion as to the relative immediate needs for the various buildings for which appropriation bills are now pending in the Legislature. It was agreed, however, to refer the entire matter to the President with power to act.

Membership was authorized in the Association of Official Seed Analysts of North America. The annual fee for membership is \$5.00.

On motion of Mr. Kaiser, the President, the Dean of the College of Homeopathic Medicine, and the Secretary, were directed to enter into an arrangement with the Board of State Charities for the care of children, as requested by C. V. Williams, Director of Children's Welfare Department, in communication of March 29, 1919.

Amended specifications and estimates, as prepared by the University Architect for the improvement of Neil Avenue Roadway, from the Oval to Woodruff Avenue, were approved, and the Secretary was directed to present same to the State Building Commission for its approval, and, if approved, by said Commission, to advertise for bids, in accordance with law.

Thereupon the Board adjourned to meet at the University, Tuesday, May 6, 1919, at 9:30 a. m.

Attest: CARL E. STEEB,

Secretary.

BENJ. F. MCCANN,

Chairman.

OFFICE OF THE BOARD OF TRUSTEES

THE OHIO STATE UNIVERSITY

Columbus, Ohio, May 6, 1919.

The Board of Trustees met at the University pursuant to the call of the Chairman.

Present: Benj. F. McCann, Chairman; John F. Cunningham, John Kaiser, C. F. Kettering, Guy W. Mallon.

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The University Architect presented completed plans, specifications, and estimates for the Women's Building and the Chemistry Building. On motion, said plans, specifications, and estimates were approved and the Secretary was directed to present same to the State Building Commission for approval. If approved by the State Commission, then the Secretary was directed to give notice as required by law on the time and place, when and where sealed proposals will be received for the construction of said buildings.

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The Secretary was directed to secure bids and award contracts for the supply of coal for the year beginning July 1, 1919, said contract to be awarded on the B. T. U. basis.

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Upon the recommendation of the President, the following appointments were made, and the necessary amounts appropriated to meet the salaries in accordance with the general rule:

College of Agriculture

Name	Title	Date Effective	Annual Salary	Appropriations
Horace E. Bayes	Ast. Poultryman, Dept. An. Husbandry	May 1, 1919	\$ 60.00 mo.	\$ 120.00

College of Arts

Margery McC. Sears	Acting Instructor, Dept. of English	May 1, 1919	150.00	300.00
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Upon the further recommendation of the President, the following resignations were accepted, and in each case the salary was cancelled in accordance with the general rule:

College of Homeopathic Medicine

Name	Title	Date Effective	Annual Salary	Cancellations
Elizabeth Strickler	Pharmacy Nurse, Homeopathic Hospital	May 19, 1919		\$ 82.00

PRESIDENT'S DIVISION

Library

Ruth Brown	Cataloguer	May 1, 1919		180.00
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DIVISION OF OPERATION AND MAINTENANCE

Service Department

Thomas Howard	Wiper	Apr. 18, 1919		187.50
Andrew Armstrong	Laborer	Apr. 30, 1919		150.00

Agricultural Extension

Rhoda E. Dick	Assistant Professor, Dept. Home Economics	Mar. 1, 1919		
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Upon the recommendation of the President, the following named persons were reinstated on the University salary roll:

College of Homeopathic Medicine

Name	Title	Date Effective	Annual Salary	Appropriations
F. B. Grosvenor	Professor	May 1, 1919	\$2500.00	\$ 500.00
George B. Faulder	Assistant	May 1, 1919	300.00	60.00
Harry M. Sage	Assistant	May 1, 1919	300.00	60.00

College of Medicine

Verne A. Dodd	Assistant Professor, Dept. Surgery	May 1, 1919	2250.00	450.00
John W. Means	Instructor, Dept. Surgery	May 1, 1919	400.00	80.00
Samuel Hindman	Instructor, Dept. Medicine	Apr. 1, 1919	200.00	60.00
W. N. Taylor	Assistant, Dept. Surgery	Apr. 1, 1919	100.00	30.00

Rotary

Harold W. Miller	Asst. Storekeeper	May 1, 1919	1200.00	
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The President reported the retirement of Charles G. Dishong, Instructor in the Department of English, effective May 1, 1919, and the balance of \$300.00 remaining in this salary was cancelled according to the general rule.

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The President further recommended leave of absence as follows, which was approved by the Board:

College of Agriculture

James S. Hine	Associate Professor, Dept. of Zoology	May 20, 1919		
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Professor Hine has been appointed Zoologist of the National Geographical Society's Expedition to the Katmai region of Alaska.

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The President reported the following recommendations from the University Faculty as to degrees, and upon his recommendation the same were granted as indicated, as of the Class of 1918:

BACHELOR OF ARTS

James Henry Smith

Wilhelmina Carleine Slaymaker, B.Sc.

MASTER OF ARTS

Glenn Walter Foster, B.Sc. in Business Administration

Robert Lee Morton, B.Sc. in Education (Ohio University)

BACHELOR OF SCIENCE IN FORESTRY

David Stuart Evans

Lloyd Wilbur Wise

BACHELOR OF SCIENCE IN LANDSCAPE ARCHITECTURE

Norman Sheffield Fish

BACHELOR OF SCIENCE IN POMOLOGY AND VEGETABLE GARDENING

Donald Edward Leader

BACHELOR OF ENGINEERING

Gaylord Thomas Stowe

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The Board then adjourned subject to the call of the Chairman.

Attest: CARL E. STEEB,

BENJ. F. McCANN,

Secretary.

Chairman.

OFFICE OF THE BOARD OF TRUSTEES

THE OHIO STATE UNIVERSITY

Coshocton, Ohio, June 4, 1919.

The Board of Trustees met at Coshocton, Ohio, pursuant to the call of the Chairman, to attend the funeral of the Honorable Frank E. Pomerene, whose death occurred June 1, 1919.

Present: Benj. F. McCann, Chairman; John F. Cunningham, O. E. Bradfute, John Kaiser.

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The Trustees came into session after the funeral services, and the Chairman was directed to appoint a committee to prepare resolutions on the death of Mr. Pomerene.

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The President reported that two bids had been received on June 3, 1919, for the improvement of the Neil Avenue Roadway, as follows:

Unit Price Per	A. G. Pugh	Franklin Asphalt Paving Co.
Cu. yd. Excavation.....	\$ 1.20	\$.70
Sq. yd. Asphalt Roadway.....	2.62	2.70
Sq. yd. Brick Paving.....	2.70	2.00
Lin. ft. Curb, Straight.....	.92	.77
Lin. ft. Curb, Curved.....	1.70	1.44
Sewer Inlet	70.00	38.00
Lin. ft. Sewer Drain, 8-inch.....	1.10	.75
Lin. ft. Sewer Drain, 10-inch.....	1.30	.80
Lin. ft. Sewer Drain, 12-inch.....	1.60	.90

The above bids were referred to the Architect for his examination, and the following report from the Architect was submitted:

From an examination of the two bids received for the construction of the Neil Avenue Roadway from University Hall to Woodruff Avenue, I find that the bid of the Franklin Asphalt Paving Company is the lowest and is within the University Architect's estimated cost.

The University Architect's Estimated Cost..... \$18,842.85
The Franklin Asphalt Paving Company's Bid.... 17,379.51

Bid Within the Estimate..... \$ 1,463.34

The bid from the Franklin Asphalt Paving Company conforms to all requirements; therefore, I recommend that the contract for this work be awarded to the Franklin Asphalt Paving Company.

Upon motion, the contract was awarded to the Franklin Asphalt Paving Company at their bid as represented by the unit prices, the total amount of the contract not to exceed \$18,842.85.

* * * * *

Upon the recommendation of the President, the following appointments were made, and the necessary amounts appropriated to meet the salaries, in accordance with the general rule:

<i>College of Homeopathic Medicine</i>		Date	Annual	Appropriations
Name	Title	Effective	Salary	
Eva Graham	Pharmacy Nurse, Homeopathic Hospital	May 19, 1919	\$ 720.00	\$ 90.00
Aneita Spencer	Teaching Surgical Nursing, Homeopathic Hospital	May 2, 1919	720.00	120.00
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Upon the further recommendation of the President, the following resignations were accepted, and in each case the salary is to be cancelled in accordance with the general rule:

<i>College of Law</i>		Date	Annual	Cancellations
Name	Title	Effective	Salary	
Homer C. Corry	Assistant Professor, Dept of Law	June 30, 1919		
<i>Department Agricultural Extension</i>				
Hazel Barr	Helper in Mailing Room	Apr. 30, 1919		
Irene B. Smith	Stenographer, Office Summit Co. Ag. Agent	Apr. 30, 1919		
Florence Nill	Stenographer, Office Lucas Co. Ag. Agent	Mar. 31, 1919		
Edgar J. Bolen	Stenographer, Office Sandusky Co. Ag. Agent	Mar. 31, 1919		
J. W. Tulloss	Ast. County Ag. Agent	Apr. 30, 1919		
W. A. Alexander	Emergency Demonstration Agent	May 31, 1919		
Margaret Cromwell	Stenographer, Agricultural Extension Service	Apr. 30, 1919		

It was further recommended by the President that Ezra C. Anstaett, Clerk in the office of the Clermont County Agent, be increased in salary from \$25.00 to \$45.00 per month, effective April 1, 1919. Same was approved by the Board.

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Upon the recommendation of the President, Wayne Brehm, Instructor in the Department of Obstetrics, College of Medicine, was reinstated on the University salary roll, effective May 1, 1919, at a salary of \$300.00 per annum, and \$60.00 was appropriated to meet this salary.

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The President reported the following recommendation from the University Faculty as to degrees, and upon his recommendation the same was granted as indicated:

MASTER OF ARTS

Lavone Frances McReynolds, B.Sc. in Education

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Thereupon the Board adjourned, subject to the call of the Chairman.

Attest: CARL E. STEEB,
Secretary.

BENJ. F. McCANN,
Chairman.

OFFICE OF THE BOARD OF TRUSTEES
THE OHIO STATE UNIVERSITY

COLUMBUS, OHIO, JUNE 16, 1919.

The Board of Trustees met at the University, at 10:00 o'clock, pursuant to the call of the Chairman.

Present: Benj. F. McCann, Chairman; John F. Cunningham, Guy W. Mallon, John Kaiser, O. E. Bradfute.

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Upon recommendation of the University Faculty, it was ordered that the following degrees be conferred by the President of the University on Commencement Day, June 17, 1919:

DOCTOR OF PHILOSOPHY

Mary Meek Atkeson, A.B., A.M. (West Virginia University); William Gray Bowers, B.Sc. (Ohio Wesleyan University), M.A. (Indiana University); Esther Lucilla Gatewood, B.A., M.A.; Marion Hollingsworth, B.Sc. (Wilmington College), B.A., M.A.

MASTER OF ARTS

Audra Rosina Bickel, B.A.; Alice Warwick Black, A.B. (University of Cincinnati); John Edward Bliss, A.B. (Miami University); Sylvia Margot Byer, A.B. (University of Cincinnati); Eva Galbreath Campbell, B.A. (Ohio Wesleyan University); Etheldra Ellen Collett, Ph.B. (Denison University); Mary Conway, B.A. (Wittenberg College); Emma Leonard Courtright, B.A.; Dorothy Morton Evans, A.B. (University of Missouri); Florence Elizabeth Fitzgerald, B.Sc. in Education; Robert Kemble Fletcher, B.A. (University of Maine); Sylvia Cecilia Fuson, B.A. (Miami University); Florence Ethel Heyde, B.A.; Delbert Leroy Hines, A.B. (Capital University), B.Sc. in Education; Clayton Morgan Howe, A.B. (Oberlin College); Mirza Nassrollah Khan, B.A. (Ohio University); Edna Anna Lamb, B.A., B.Sc. in Education; Anna Rose McIntire, B.A.; John Alfred Nietz, B.A. (Ohio Northern University); Elmer E. Ray, B.Sc. (Ohio Northern University); Esther Reedy, B.A.; Mary Alice Rower, B.A.; Floyd Orvill Russell, A.B. (Defiance College); Arthur St. Clair Sloan, B.A. (Denison University); Emma Catherine Stubner, B.A.; Anna Lorene Teegarden, B.Sc. in Education; Alpha Jay Will, B.A.; Mary Struthers Young, A.B. (Grove City College).

MASTER OF SCIENCE

Ora L. Hoover, B.A. (Manchester College); Lelia Margaret McGuire, B.Sc. in Home Economics; John Mouk Ort, B.Ch.E.; Albert Frederick Puchstein, B.E.E.; John James Riggle, B.Sc. in Agriculture (West Virginia University); George Valley, B.Sc.; Keui Lung Wang, B.Sc. in Engineering (Government Institute of Technology, Shanghai, China); Albert Clinton Workman, Ph.B., A.M. (Hiram College).

CIVIL ENGINEER

Gabriel Weber, B.C.E.

BACHELOR OF SCIENCE IN AGRICULTURE

Lewis Elbert Barb, B.A.; William Samuel Barden; Robert Grant Bruce; Joseph Robert Bullard; William Fleming Burbank, Jr.; Daniel Harvey Byers, A.B. (Ashland College); Walling Corwin; Robert Henry Crehore; Reed Bergman Dunn, B.A.; Dean Peoples Evans; Odin Ezekiel Hearing; Samuel Ray Heffron (as of the Class of 1917); Ralph Aurelius Howard; James Alfred Howenstine; Earle Rathbourn Hurst; George Fiske Johnson; Floyd Alonzo McClure, B.A.; John Stone McCoy; Robert Gates McMurray; Guy Weyer Miller; Wendell Pierson Miller; Herschel Frederick David Pinkley; James Gould Polk; Sanford George Price; Edwin Russell Raymond; Reginald Royston; Charles Raymond Runk; Emmett Bismarck Saunders; Otto James Smith; Charles Hamilton Sprague; Thurlow Glenn Vickery; Theodore John Henry Weigand.

BACHELOR OF SCIENCE IN HORTICULTURE

George Kerr Fulton; John Raymond Herman; Elmer Klein; Frederick Carl Roth.

BACHELOR OF SCIENCE IN HOME ECONOMICS

Dorothy Beem; Jeannette Alvida Bonar; Kathryn Louise Boyenton, B.A.; Josephine Kerr Burnett; Clarice Lorena Chamberlin; Ruth

Edna Christen; Mae Margaret Coffland; Catherine Collart; Laura Maybelle Cornell; Verne Detrick; Vera Pearl Dull, B.A.; Helen Louise Eisele; Rosetta Ruth Harpster; Kathryn Virginia Hubinger; Ella Louise Jones; Hilda Genevieve Kemery; Jessie King; Lois Lampe; Sara MacInnis; Eleanor Newman; Esther Maud Newman; Henrietta Pendergrass; Mildred Postle; Isabelle Price; Dorsey S. Richards; Mabel Johnson Scott; Mary A. V. Smith; Leora Springer; Beatrice Carolyn Stocklin; Helen Bertha Taylor; Winona Vance; Grave Evelyn Waggy; Mary Esther Wenger; Lola Yerkes, R.N. (Bellevue Hospital); Nellie Obery Young.

BACHELOR OF ARTS

Helen Florence Agler; Omar Copeland Amstutz; Dorothy Bailey; Fontabelle Opal Baker; Adelaide Eberly Beeson; Olive Marie Bingham; John Paul Black; Gertrude Boesel; Olga Helena Boynton; Dorothy Rutherford Breyfogle; Esther Anna Brown; Stella Dyas Bruce; Dorothea Cuthbert Hughes Bryan; Albert Raymond Burkhardt; Clyde Henry Butler; Mildred Butz; Susan Beecher Chancellor (as of the Class of 1918); Elizabeth Chandler; Mae Margaret Coffland; Anna Cornell; Hester May Courtright; Helen Margaret Cullen; Harriett Esther Daily; Hazel Jane Darby; William McKinley Davis; Elizabeth Partridge Dial; William Francis Drake; Mary Katherine Dunham; Kenneth James Durant; Helen Dorothy Dustman; Henrietta Laura Ebinger (as of the Class of 1918); John Joseph Edmiston, Jr.; Dorothy Mae Evans; Florence Forsythe Evans; Karl Theodore Finn; Jean Katherine Fitzgerald; Hazel Marie Frasch (as of the Class of 1916); Ruth Franklin; Shirley Earick Griffith; Mary Helen Guy; Clarence Eugene Gwinn; Eleanor Pearl Haas; Nellie Virginia Hall; Margaret Walker Harrington; Margaret Hastings; Evelyn Von Der Au Horst; Lillian Evelyn Hoskins; Helen Lavon Huffman; Beulah Grace Hunsberger; Harvey Sawyer Huston; Florence McMillan Jackman; Margaret Eloise Jones; Clara Bell Kealer; Harold Edwin Kuhn; Virginia Lamb; Lois Lampe; Samuel Landau; Mary Bradford Laughead; Ethel Buper; Ralph Lucius McCombs; Lelia Marjorie McDaniel; Oliver Clayton Martin; Jessie Faye Masteller; Edith Kathleen Mendenhall; Frank Gaylord Mercer; Ella Miriam Mielke; Florence Agnes Miller; Herman Allen Miller; Mary Elizabeth Miller; Frances Josephine Mills; Frances Margaret Mitchell; Elizabeth Lowndes Moore; Helen Campbell Morris; John Rayl Morris; Dorothy Morton; Aubrey Reck Moul; Robert Spangler Newdick; Elliott John Nugent; James Chin Oak; Florence Etta Odebrecht; William Ray Palmer; Everett Benjamin Parker; Lucile June Pence; Harold Foster Percival; Arthur Lewis Pierstorff; Marion Edith Poppen; Walter Watson Randolph (as of the Class of 1918); Clara Raynor-Ranck; Ralph Mayer Reel; Elsie Grace Roeser; Elton George Schmidt; Dorothy Elizabeth Schodde; Edward Albert Schwinn; Faye Marie Scott; Max Shapiro; Joy Nichols Rogers; Eunice Osea Root; Harriett Martha Rutherford; Everett Ellsworth Simpson; Louis Homer Skimming; Irma Viola Smith; Mabelle McCarty Snyder; Oliver Marlow Stone; Vale Derwood Stone; Ona Marie Strait; Mary Kenyon Strange; Helen Virginia Terry; Virginia May Titus; Van B. Teach; Christian Van Riper; Delphus Roy Virtue; Gertrude Wack; Marion Elizabeth Weakley; Lucile Marguerite Weinlein; Phyllis Arlin Whitehill; George D. William; William Hunt Williams; Edward Elbert Woldman; Willard Hayes Yeager; Dorothy Kathryn Zwicker.

BACHELOR OF SCIENCE

Jay Walter Calhoun; Joseph Henry Clouse; Ida Elizabeth Fleming; Verl Zane Jarster; Harry Lutz; Charles Duane Miller; Ford Curtis Mohnney; Robert Barthold Reed; Daniel Galbreath Sanor; Harry Mast Scott; Robert Sidney Sloan; George Vernon Smith; Alva Reed Spindler; Willis Whitman.

BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION

Richard Eli Baker; Clyde William Clark; Loren Ralph Dodson; Mortimer Friedman; Julius Samuel Gross; Manuel Mendelson; Charles Harvey Mote; David Everett Reese; Victor Joseph Robinson; Albert Farwell Voke; Mary Helen Wolfe.

BACHELOR OF SCIENCE IN JOURNALISM

William Paul Dumont; Lillian Evelyn Hoskins; Maurice Lawrence Mullan.

BACHELOR OF SCIENCE IN PUBLIC SERVICE

Fred Feasel.

BACHELOR OF SCIENCE IN SOCIAL SERVICE

Lillian Isabell Jones; Helen Sarah Luchs.

DOCTOR OF DENTAL SURGERY

David Emmett Alban; Walter Seal Bauersach (as of the Class of 1918); Lewis Powell Brunk (as of the Class of 1918); Charles Wilbur Carrick; Homer Walker Castor; Max Horkin; John Jacob Klar; Charles H. Loughry (as of the Class of 1918); John Charles Lupton; Sheldon Jenks Mann; Robert Harris Pinkerton (as of the Class of 1918); Ralph Ellsworth Russell; James Wistar Shreve (as of the Class of 1918); Fred Gilbert Thompson; Sidney David Weisman.

BACHELOR OF SCIENCE IN EDUCATION

Angela Abair; Dorothy Bailey; Fontabelle Opal Baker; Stella Jeannette Becker; Hazel Annetta Bidlack; Olive Marie Bingham; Margaret Ellen Bradfute; Byrl Catherine Brenaman; Dorothy Mae Burrell; Fern Kazmaier Christman; Lola Maye Clark; Ida Coffland; Grace Conklin; Salida Linore Cook; Hester May Courtright; Lillian Cunningham; Sarah Virginia Daily; Harriet Adelia Day; Dorothy Dyer; Bernice Lottie Ferguson; Juanita Winifred Fitzgerald; Katharine Gerlaugh; Mary Gill; Edna Marie Gray; Gladys Henrietta Grim; Irene Hankinson; Margaret Hastings; Lois Adaline Helfer; Ruth Marie Helsel; Helen Lavon Huffman; Margaret Eloise Jones; Bernice Kaylor; Margaret Mary Kelly; Clara Bell Kesler; Elizabeth Clara Kittrell; Jane Holmes Lamon; Dorothy Mary Lickhaupt; Leila Marjorie McDaniel; Flora Margaret McDonald; Mary Loretta McDonald; Lucille Waunita McKinley; Helen A. McKinney; Ethel Pauline Maidlow; Edwin Meyerholtz; Ella Miriam Mielke; Mabel Milroy, B.Sc. (College of Wooster); Frances Margaret Mitchell; Leona Frances Mitchell; Lucile Elizabeth Mull; Hilda Ann Murphy; Margaret Josephine Neff; Rachel Irene Owens; Roseann Pierson; Joy Nichols Rogers; Flora Ellen Roth; Dorothy Elizabeth Schodde; Luetta Eleanor Seitz; Bessie June Swaney; Virginia May Titus; Madeline May Tobias;

Elizabeth Towt; Anna Elizabeth Troxel; Dorothy Grace Twigg; Lorena Lucile Vogel; La Vonne Josephine Walker; Florence Olga Watson; Lucile Margaret Weinlein; Edgar Pomeroy Weltner; Lucile Whan; Howard Dawson Wheeler; Mary Edythe Williams; Harriet Elinor Wilson; Leona Mae Wise; Robin Claire Wood; Hazel Belle Worley.

BACHELOR OF ARCHITECTURE

Mary Martha Manley.

BACHELOR OF ARCHITECTURAL ENGINEERING

Earl Louis Requarth.

BACHELOR OF CERAMIC ENGINEERING

Harry Dennis Callahan; Harry Edward Davis; Chi Chun Lin; Harold Emerson Reeb.

BACHELOR OF CHEMICAL ENGINEERING

Howard Foster Anders; James Thomas Robson; Melvin Edwin Schulz; Hobart William Seyler; Charles Newton Ward; Chester McKinley Wolcott.

BACHELOR OF CIVIL ENGINEERING

John Theodore Bertsch; Fay Olan Brafford; Henry Moses Cudroff; Herbert Ernest Foreman; John Martin Gerber; Arthur Dale Greene; William Earl Keyser; J. Clarence Merrell; Eugene George Rich.

BACHELOR OF ELECTRICAL ENGINEERING

Howard Pleasant Bish; Frederic Harwood Deckman; Clarence Leland Farr; Russell William Forney; Horace Eugustus German; Ralph Peter Graber; Otto Fred Gutheil; Harold Meyer Haase; Leo Emil Kietzman; Harry Elmer Lockett; Wendell L. Martin; Dayl Swigart Myers; Glenn Eugene Park; Russell John Pepper; Pliny Pleutarch Pipes; Louis Ernest Plack; Clarence Gilbert Sears; Stewart Earl Shilling; Raymond Lee Shumaker; Charles Bailey Upp; William John Walker; Charles Earl Weitz; Clifton Horace Wilgus.

BACHELOR OF ENGINEERING

George Albert Schwartz; Hallis Noah Stephan; Alexander Wishnevsky.

BACHELOR OF MECHANICAL ENGINEERING

James M. Augustus; Harry Hugo Bruns; Victor Lysander Darnell; Fay Austin Dun; George Marevsky; Harry Elwood Schieber.

BACHELOR OF ENGINEERING IN MINING

Howell Ivan Cobb Jones (as of the Class of 1918); Edward Vincent O'Rourke; Raymond Kelly Van Dyne.

DOCTOR OF MEDICINE (Homeopathic)

Harry Emerson Cauffield; Robert Stanley Coppess; John Paul Fairchild; Floyd Milton Green; Alpha Fritz Hawk; Samuel Albert Leibel; Margaret Jane Rupert; Clarence Elijah Thompson; David Peter Young.

DOCTOR OF MEDICINE

John Earl Briggs; Clarence John Burns, B.Sc.; Nial Lanson Burrell, B.Sc.; Donald Hall Edwards; William Joseph Gorey, B.A.; Joseph Myrhl Griffith, B.A.; Roy Edmund Krigbaum; Easton Huddard Lum, B.A.; Russel Garret Means, B.Sc.; Link McKinley Murphy, B.Sc.; Louis Joseph Roth, B.Sc.; Harold Hobart Stevens; Wells Halderman Teachnor; Frank Warner Watson, B.A.; John Woodworth Wilce, B.A. (University of Wisconsin).

BACHELOR OF SCIENCE IN PHARMACY

Toulon Nannie Haslett; Ta-Chong Lee; Pao Ho Vong.

DOCTOR OF VETERINARY MEDICINE

Alvin Byron Bingham; Hoy Jackson Bird; Malvern Blackman; Edgar Walter Bolton; Lloyd Campbell Brown; Richard Seymour Cooley; Chester Nicholas Dale; James Arthur Ellerton; John Michael Gavin (as of the Class of 1917); Joseph Edward Grey; Ross James Hinkle; Fred William Hock; John Jackman; Hyman Waks Josephson; Fred Louis Junod; Max Kaplan; Wilbur Ross Kidwell; Otto Kinneberg; Joe H. McCune; John B. McQuown; Lester Cook Neer; George Glenn Neilson, B.A. (Monmouth College); Carlton Latimer Phillips, Jr.; Henry Leslie Rae; Elmer Leon Roshon; Marion Leroy Scott; Cecil Francis Shook; John Gamaliel Slade; Ray Sims Smiley; Fred Speer; John Eino Thompson; David Michael Williams; Alton Neri Wilson.

CERTIFICATE OF PHARMACEUTICAL CHEMIST

Elmer Patton Bostwick; Clyde Bollin James; Wallace Byron McLaughlin; Ralph Andrew Nobis; S. Johannes Schwarzwald; Arthur Marcus Streit (as of the Class of 1916).

* * * * *

Upon the recommendation of the President, the following appointments were made, and the necessary amounts appropriated to meet the salaries, in accordance with the genral rule:

College of Education

Name	Title	Date Effective	Annual Salary	Appropriations
Harold E. Burt	Instructor, Dept. Psychology	Sept. 1, 1919	\$1600.00	\$1600.00

College of Engineering

F A. Hobart	Instructor Machine Work,	June 23 to	125.00	
	Dept. Industrial Arts	July 19, 1919	55.00	180.00
*	*	*	*	*

Upon the recommendation of the President, the following resignations were accepted, and in each case the salary is to be cancelled, in accordance with the general rule:

College of Engineering

Name	Title	Date Effective	Annual Salary	Cancellations
J. E. Balmer	Instructor Machine Work, Dept. Industrial Arts	June 1, 1919		\$ 125.00

The President further recommended that Louis Foley, Assistant Secretary of the College of Arts, Philosophy and Science, be granted a salary of \$150.00 for the month of July and \$150.00 for the month of August for services in handling the work of pre-registration. Upon motion of the Board, this was agreed to.

The President further recommended that leaves of absence be granted as follows:

College of Agriculture

Name	Title	Date Effective	Annual Salary	Cancellations
W. J. Kostir	Instructor, Dept. Zoo. and Ent.	1919-1920	\$1500.00	

College of Arts

R. O. Busey	Asst. Professor German	1919-1920	1500.00	
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College of Veterinary Medicine

Septimus Sisson	Professor Veterinary Medicine	1919-1920	1800.00	
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The President presented the following amendments to the Summer Session Budget, adopted February 4, 1919:

Name	Title	Additions	Reductions
<i>Bacteriology</i>			
Fred Speer	Instructor	\$ 300.00	
<i>Chemistry</i>			
C. D. Looker	Assistant	140.00	
F. C. Vilbrandt	Assistant	140.00	
Wm. H. Williams	Assistant	140.00	
<i>Economics and Sociology</i>			
A. W. Calhoun	Professor	350.00	
W. F. Bloor	Assistant	180.00	
<i>English</i>			
E. W. Wiley	Instructor	300.00	
<i>Journalism</i>			
	Assistants	100.00	
<i>Mathematics</i>			
S. E. Rasor	Professor	500.00	
<i>Physical Education</i>			
Margaret C. Hammett	Instructor	200.00	
Selma Mesloh	Assistant	100.00	
	Assistant	150.00	
<i>Principles of Education</i>			
B. F. Stanton	Superintendent Schools, Alliance, Ohio	400.00	
<i>Romance Languages</i>			
C. E. Young	Associate Professor, University of Iowa	500.00	
<i>School Administration</i>			
Frank C. Touton	Professor	500.00	
<i>Bacteriology</i>			
	Assistant		\$ 300.00

Name	Title	Additions	Reductions
<i>Chemistry</i>			
	Assistants		420.00
<i>Economics and Sociology</i>			
	Assistants		530.00
<i>English</i>			
C. G. Dishong	Instructor		300.00
<i>Mathematics</i>			
C. C. Morris	Professor		400.00
<i>Physical Education</i>			
	Assistants		450.00
<i>Principles of Education</i>			400.00
<i>Romance Languages</i>			
	Professor		600.00
<i>School Administration</i>			
J. Leslie Purdom	Professor		500.00

Upon the recommendation of the President, the above changes in the Summer Session Budget were approved by the Board.

It was further recommended by the President that all unencumbered balances remaining on the books June 30, 1919, be cancelled, it being understood that this order is not to include Rotary, Gifts or Oxley Hall Funds. Same was approved.

It was further recommended, and approved by the Board, that the following appropriations be made:

Land— Wood Brown Tract.....	\$21,343.15
Woodruff's Agr. Col. Addition.....	6,536.62
Power House	3,134.14

Upon the further recommendation of the President, the expenses for delegates to the following conventions were approved:

1. Two delegates to be named by the President to attend the meeting of the Society for the Promotion of Engineering Education, called in special session at Washington, D. C., June 23 to 28, for conference with the U. S. Bureau of Education, on changes in the curricula of Colleges of Engineering.
2. One delegate to the meeting of the American Institute of Homeopathy, Asbury Park, New Jersey, June 16 to 21.
3. One delegate (C. A. Norman) to the meeting of the Society of Automotive Engineers, Ottawa Beach, Michigan, and to the meeting of the American Society of Mechanical Engineers at Detroit, Michigan, June 16 to 25.

The President was directed to send a second notice to the State Department of Health, notifying said Department that it will be necessary for the University to have that part of Page Hall occupied by their offices not later than July 1, 1919. And further, if it becomes necessary, the President was directed to institute legal action in the case.

The President was directed to prepare an appropriate resolution of thanks and appreciation for the scholarship presented to the University by the E. I. du Pont de Nemours and Company.

* * * * *

Upon the recommendation of the President, the following leases for certain lands from Mary E. Hess were approved and authorized:

This lease, made this — day of April, 1919, between Mary E. Hess, unmarried, hereinafter called the lessor, and The Board of Trustees of The Ohio State University, hereinafter called the lessee.

Witnesseth, That the lessor, in consideration of the rents and covenants hereinafter contained, and by the lessee, its successors in Trust and assigns to be paid and performed, does hereby grant, remise, and release to the lessee, its successors in Trust and assigns, the premises situated in the Township of Clinton, County of Franklin, and State of Ohio, known and described as follows:

Being a tract of land containing 17 $\frac{3}{4}$ acres more or less, bounded on the North by the lands of J. M. Hess; on the East by the Olentangy River; on the South by the lands of the Ohio State University, and on the West by the River Road; together with the appurtenances thereof, excepting therefrom, however, about acres, being the Home Place of lessor and its appurtenances, contained within the following boundaries:

Beginning in the center of the River Road at a point opposite the North End of the iron fence around the lessor's dwelling; thence Easterly along the North side of yard and small orchard to the fence under the row of cedars; thence South to the lessor's garden; thence East on North line of garden and orchard to lot known as the calf lot; thence South along East orchard line to the North line of the lands of the Ohio State University; thence West along the University North line to the road; thence with the center of the road to the beginning.

To have and to hold the same with the appurtenances, unto the said lessee, its successors and assigns, from the 1st day of June, 1919, to and including the 31st day of May, 1924, being for a term of five years, yielding and paying therefor during said term, the sum of Three Thousand Dollars (\$3,000.00), payable as follows: Fifty Dollars (\$50.00) during each month during the five-year period aforesaid, and dairy products as hereinafter stated.

Provided, however, that should said rent or any part thereof remain unpaid for 60 days after due and without demand made therefore; or if said lessee should assign this lease without the written consent of the lessor or if the lessee shall fail to perform any of the terms and conditions of this lease on its part to be performed, it shall be lawful for said lessor into said premises to re-enter and the said premises to possess as in her former estate and thereupon this lease shall be void.

And the said lessee for itself and its successors and assigns agree with said lessor, her heirs and assigns that the lessee will pay the rents in the manner aforesaid, except said premises shall be rendered

untenantable by fire or other unavoidable casualty; that it will not suffer any waste thereon; that it will not assign this lease or sub-let said premises without the written consent of said lessor; that it will permit the lessor to enter upon said premises at all reasonable times to inspect the condition thereof; and at the end of the term will deliver up said premises in as good condition as they now are or may be put, reasonable use and ordinary wear and tear and damage by unavoidable casualty excepted.

The said lessee agrees to make all ordinary repairs to interior of buildings and to do all fencing at its own expense, all such, however, to be done with the approval of the lessor.

As a part consideration for this contract, the lessee agrees to furnish to lessor at the barn herein included, one gallon of cow's milk daily.

The said lessor agrees for herself, her heirs, executors and assigns that the lessee, observing the covenants herein, shall hold and occupy said premises during said term without hindrance by said lessor or any one claiming under her.

In witness whereof, the said lessor, and the said lessee, by its Chairman and Secretary have signed these presents the day and year first written.

Witnesses:

.....
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.....
.....

.....
The Board of Trustees of The Ohio
State University, by

.....
Its Chairman

Attest.....
Secretary

The State of Ohio, Franklin County, ss.:

Before me the subscriber, a Notary Public in and for said County, personally came Mary E. Hess, who, for herself, and J. F. Cunningham and Carl E. Steeb, who, as Chairman and Secretary, respectively, of the Board of Trustees of the Ohio State University, each acknowledged the signing of the foregoing lease to be her and his act and deed for the purposes therein mentioned.

Witness my hand and seal the day and year aforesaid.

.....
Notary Public

This lease, made this 1st day of March, 1919, between Mary E. Hess, unmarried, hereinafter called the lessor, and the Board of Trustees of the Ohio State University, hereinafter called the lessee.

Witnesseth: That the lessor, in consideration of the rents and covenants hereinafter contained, and by the lessee, its successors in Trust and assigns to be paid and performed, does hereby grant, remise and release to the said lessee, its successors in Trust and assigns, the

premises situated in the Township of Clinton, County of Franklin, and State of Ohio, known and described as follows:

First Parcel: Being a tract of land bounded on the North by the Hess Road; on the West by the Hocking Valley Railroad; on the South by the Wightman lands and Lane Avenue, and on the East by parcels Two and the lands of the Ohio State University, and containing 59 acres of land, more or less.

Second Parcel: Being a tract of land bounded on the North by the Hess Road; on the West by Parcel One herein described; on the South by the lands of the Ohio State University; and on the East by the Olentangy River Road, and containing 32 acres, more or less.

Third Parcel: Being a tract of land bounded on the North by the Hess Road; on the West by the Lisle Pike; on the South by the Second Wood Brown Company Addition, and on the East by the Hocking Valley Railway, and containing 19 acres, more or less.

To have and to hold the same with the appurtenances, unto the said lessee, its successors and assigns, from the 1st day of March, 1919, to and including the 29th day of February, 1924, being for a term of five years, yielding and paying therefor during said term the sum of Fifty-five Hundred Dollars (\$5,500.00), payable as follows: Five Hundred and Fifty Dollars (\$550.00) on the 1st day of June, 1919, and a like sum on the 1st day of each December and June thereafter to and including December of 1923.

Provided, however, that should said rent or any part thereof remain unpaid for 60 days after due and without demand made therefor; or if said lessee should assign this lease without the written consent of the lessor or if the lessee shall fail to perform any of the terms and conditions of this lease on its part to be performed, it shall be lawful for said lessor into said premises to re-enter and the said premises to possess as in her former estate and thereupon this lease shall be void.

And the said lessee for itself and its successors and assigns agree with said lessor, her heirs and assigns that the lessee will pay the rents in the manner aforesaid, except said premises shall be rendered untenable by fire or other unavoidable casualty; that it will not suffer any waste thereon; that it will not assign this lease or sub-let said premises without the written consent of said lessor; that it will permit the lessor to enter said premises at all reasonable times to inspect the condition thereof and at the end of the term will deliver up said premises in as good condition as they now are or may be put, reasonable use and ordinary wear and tear and damage by unavoidable casualty excepted.

The said lessee agrees to make all ordinary repairs to interior of buildings and to do all fencing at its own expense, all such, however, to be done with the approval of the lessor.

As a part consideration for this contract and the use of all the water rights in the pond in tract Two, the lessor is given the right by the lessee to pasture, in season, not to exceed three head of stock in the tract immediately South of lessor's barn.

The said lessor agrees for herself, her heirs, executors and assigns, that the lessee, observing the covenants herein, shall hold and

occupy said premises during said term without hindrance by said lessor, or any one claiming under her.

In witness whereof, the said lessor, and the said lessee, by its Chairman and Secretary, have signed these presents the day and year first written.

Witnesses:

.....
.....
.....
.....

.....
The Board of Trustees of The Ohio
State University, by

.....
Its Chairman

Attest.....
Secretary

The State of Ohio, Franklin County, ss.:

Before me the subscriber, a Notary Public in and for said County, personally came, Mary E. Hess, who for herself, and J. F. Cunningham and Carl E. Steeb, who are Chairman and Secretary, respectively, of the Board of Trustees of the Ohio State University, each acknowledged the signing of the foregoing lease to be her and his act and deed for the purposes therein mentioned.

Witness my hand and seal the day and year aforesaid.

.....
Notary Public

* * * * *
The President further recommended that \$2,400.00 be set aside from Endowment for the Alumni Association for the year 1919-1920, which was agreed to by the Board.
* * * * *

The President reported the following recommendations from the University Faculty at meetings held October 25, 1918, May 10, 1919, and June 12, 1919—that the following named persons be granted degrees as indicated, as of the Class of 1918:

BACHELOR OF ARTS

Esther Reedy
David Wheeler Putnam

MASTER OF ARTS

Hsing Cheng, B.Sc. (St. Johns University)

* * * * *
The President presented a request from the City Engineer asking permission to extend a sewer from Twelfth Avenue diagonally through the grounds to meet the Fourteenth Avenue Sewer. The Secretary was directed to secure a definite proposition from the city covering the terms for the construction of this sewer and to present same to the Board of Trustees at the July meeting for approval. The Secretary

was directed to have incorporated in such proposition the proper disposition of surplus excavation, and a further provision providing free use of the city sewers on the Campus by the University as part of the agreement.

* * * * *

The President reported that the Cabinet had made a contract with the Civil Engineering Department to do the following work:

1. Make two-foot contour topographic maps of all those portions of the University lands which have not been so surveyed.
2. Determine accurately and monument permanently all the corners of the properties now belonging to the University.
3. Set location stakes for the new buildings now to be constructed across the river.
4. Make drainage surveys which will show clearly how to provide for all water falling on or running through University lands west of the Olentangy.
5. To ascertain and present clearly on large scale map the condition of the city lots owned by the University north of the Campus.

The estimated cost of this work to range from \$2,600.00 to \$3,000.00 for the entire proposition. On motion, the action of the Cabinet was approved.

* * * * *

The Secretary was directed to advise Mr. King G. Thompson that the University is not now in position to authorize the securing of options on lands south of the University as contemplated in the communication from Mr. Thompson under date of April 14, 1919. It was further agreed by the Board to adhere to the original plan of securing the property along Lane Avenue and square up the present estate, rather than to go south for additional lands.

* * * * *

Mr. Mallon presented the following resolution, which was unanimously adopted:

“Resolved, That the interest on the Endowment Fund and all other income of the University for the year ending June 30, 1920, not otherwise appropriated be and the same are hereby appropriated for its support and maintenance.”

* * * * *

The Secretary reported that at Twelve O'clock, Noon, this date, in accordance with advertisements, the following bids for the Chemistry Building and the Women's Building were received:

CHEMISTRY BUILDING

Federal Construction Company	
Items 1 to 16 inclusive.....	\$ 81,157.00
D. W. McGrath	
Items 1 to 17 inclusive, and Item 21.....	88,896.00
Cullen & Naughan	
Items 1 to 16 inclusive, also 18 and 21.....	78,800.00

Charles W. Schneider Son	
Items 1 to 16 inclusive, also 18 and 21.....	101,901.00
E. H. Latham	
Items 1 to 16 inclusive, also 21.....	78,377.00
L. G. Foltz Sons	
Items 1 to 16 inclusive, also 21... ..	102,000.00
Fitzpatrick & Hoepfner	
Items 19 and 20.....	52,429.00
Huffman-Wolfe Company	
Items 19 and 20.....	49,060.00
Samuel Esswein Company	
Items 19 and 20.....	52,660.00
W. H. Conklin Company	
Items 19 and 20.....	56,818.00
Sackett Mine Supply Company	
Item No. 18.....	4,243.00
Erner & Hopkins Company	
Item No. 18.....	4,127.00
McMaster Electrical Company	
Item No. 18.....	5,000.00

WOMEN'S BUILDING

Ross H. Evan Company	
Items 1 to 16 inclusive, also 22, 23 and 24..	248,322.00
Charles W. Schneider Son	
Items 1 to 19 inclusive, also 22 and 24.....	273,348.00
D. W. McGrath	
Items 1 to 18 inclusive, also 22, 23 and 24... ..	243,334.00
Huffman-Wolfe Company	
Items 20 and 21.....	61,362.00
Fitzpatrick & Hoepfner Company	
Items 20 and 21.....	70,883.00
Samuel Esswein Company	
Items 20 and 21.....	63,553.00
W. H. Conklin Company	
Items 20 and 21.....	67,869.00
Sackett Mine Supply Company	
Item No. 19.....	5,560.00
Erner & Hopkins Company	
Item No. 19.....	4,959.00
McMasters Electrical Company	
Item No. 19.....	7,900.00

The Secretary reported that all the bids received were in excess of the Architect's estimate filed with the Auditor of State. On motion, all bids were rejected and further advertising was ordered deferred until such time as building conditions may be more normal.

* * * * *

The Board then proceeded to the election of officers for the year ending June 30, 1919, which resulted as follows:

Chairman.....	John F. Cunningham
Vice-chairman.....	John Kaiser
Secretary and Business Manager.....	Carl E. Steeb
Treasurer.....	Julius F. Stone

The special committee appointed at the last meeting of the Board of Trustees, presented the following resolution:

Frank E. Pomerene was appointed a member of the Board of Trustees of the Ohio State University in 1905 and served until his death in 1919.

This University has been fortunate in the devoted service of many able men who have guided its growth from the small beginning of a half century ago to a position in the front rank of the great State Universities which have become the dominate influence in the intellectual development of the country.

Mr. Pomerene was a true and loyal steward of the trust committed to him by the State of Ohio. His sincerity, excellent judgment and genuine devotion, linked with his rare personality, endeared him to his fellow-trustees in an unusual degree.

Moreover, he brought to this service a peculiar interest and an unique tenderness which places him first of Trustees in loyalty.

During his four years as student, the University was small and the touch of professors with students was more intimate than is possible in the large institution of these later days. He regarded this period of his early manhood as most important in the formation of character, the training of mind, and the cultivation of friendships. For these benefits he was ever grateful.

Affection, so characteristic of him, lavished itself upon the institution whose welfare he regarded as his special charge.

He was denied the blessing of children of his own. That need of his nature found expression in his attitude towards his college, which had in it a suggestion of the pride and love of a father towards a child. The Ohio State University came to occupy in the life of Frank E. Pomerene the dual position of Alma Mater and of adopted son.

Its welfare became one of his chief interests and commanded his constant thought as long as his life lasted.

GUY W. MALLON,
O. E. BRADFUTE.
JOHN F. CUNNINGHAM.

* * * * *

Thereupon the Board of Trustees adjourned, to meet for the consideration of the Annual Budget, at Dayton, Ohio, Tuesday, July 8, 1919, 11 a. m., at the Miami Hotel.

Attest: CARL E. STEEB,
Secretary.

BENJ. F. MCCANN,
Chairman.

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